

NEW MEXICO BOWHUNTER ASSOCIATION CONSTITUTION, BY-LAWS AND POLICY AND PROCEDURE MANUAL

PREAMBLE

This body in drafting the Constitution and By-Laws and Policy, intends that a basic format of government must exist for the benefit of archery in New Mexico. We ask that all member clubs abide and conduct themselves within its framework. This body recognizes the sovereignty of each member club to promote, in addition, individual programs to create more archers and memberships. (As Amended July 7, 2007)

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NEW MEXICO BOWHUNTERS ASSOCIATION CONSTITUTION

ARTICLE I: NAME

The name of this organization shall be “New Mexico Bowhunter Association” indicated in abbreviation as the NMBA.

ARTICLE II: PURPOSE

- A. To promote the practice of archery, and to encourage the use of the bow and arrow in hunting all legal game.
- B. To protect, improve and increase the bowhunting opportunities of sportsmen, to defend their rights and to render support to other conservation groups.
- C. To unify all independent bow hunters, field archers and target archers and their local organization in the State of New Mexico into one strong state organization.
- D. To sanction Annual State Championship Tournaments for the Championships of the State of New Mexico to be held in accordance with the tournament rules of the NFAA and NMBA.
- E. To evolve and conduct programs that will give recognition to archers for proficiency with the bow and arrow in all sanctioned competition and hunting accomplishments.
- F. To regularly inform each member in good standing as to the major problems and issues affecting the sport of archery and hunting with the bow and arrow, and/or to the action proposed or taken in order, that the membership may make its will known to the duly elected representatives.
- G. To provide for the development of the sport of archery in the conformance of the will of the majority of the membership.

ARTICLE III: MEMBERSHIP

A. Individual Membership:

- 1. Full membership and/or life membership shall be granted to anyone who has attained their eighteenth birthday upon application and payment of dues.
- 2. NFAA Life membership shall also be required to hold a life membership in the New Mexico Bowhunter Association.
- 3. Junior membership shall be granted to anyone under the age of eighteen years upon application and payment of fees and dues under the same conditions as proscribed in paragraphs 1 and 2 above. Junior members may not hold office or vote.
- 4. The **Board of Directors** may suspend or expel; any membership for conduct determined to be detrimental to the interests of the NMBA.
- 5. No member shall maintain an NFAA membership in more than one club; however, they may belong to and represent another club.

B. Charter and Affiliations

- 1. Any organized group of archers may request and hold a charter in the NMBA upon the approval of the **Board of Directors**.
- 2. To qualify for a charter, the prospective member club must:
 - a. agree to abide by the Constitution and By-Laws of the NMBA.
 - b. furnish with club charter a current copy of the Constitution and By-Laws, a current list of their Executive Board members (name, address, city, state, zip code and phone number).
 - c. maintain a current NFAA charter if Field Archery is a part of their program.
 - d. require individual membership in the NFAA in accordance with policies adopted by the NFAA.

- e. guarantee enforcement of the NFAA rules and regulations, which pertain to Official NFAA rounds.
 - f. pay charter fees as set forth in the By-Laws
 - g. shall not host or hold any activity outside club level, which would conflict with an NMBA State function. Clubs that set dates according to the prior schedule that the NMBA changes will not be in violation. Clubs will not be allowed to renew their charter if they do not attend at least 1 (50 percent) of the NMBA Board of Director's Meetings held during the previous year of affiliation unless written notice is given to the executive committee (subject to the Board's approval for an excused absence).
 - 3. Clubs shall notify the NMBA Executive Secretary within 30 days of any changes in their Constitution, By-Laws or Board of Directors.
 - 4. Archery lane operators may be granted charter and affiliation provided:
 - a. current NFAA range approval is maintained.
 - b. NFAA rules and regulations are observed in official NFAA games and programs.
 - c. A representative of the Archery Lane (Business or Shop) must attend at least 50% of the NMBA Board of Director's Meeting
- C. Loss of club membership in the NMBA may result for failure to comply with the conditions of membership as listed in Article III, Section B, and its subsections.
- D. If expulsion or suspension is indicated, the following steps will be taken:
- 1. Upon presentation of evidence of cause for action, the Board of Directors will present specific charges against the member club director.
 - 2. The member club director will have thirty (30) days to prepare a defense or to correct the violation.
 - 3. At the end of the thirty (30) day period, the Board of Directors will reexamine the case. If the evidence was not valid, or the violation is being corrected, the matter will be dropped. If the evidence was valid and no steps to correct the violation have been initiated, the charge, along with the evidence and the defense (if submitted by the club) will be immediately presented to the Board of Directors along with a motion for expulsion or suspension. This must be presented to the Board of Directors within ninety (90) days of the time the evidence was first presented to any member of the Board of Directors.
- E. Expulsion, suspension, and/or reinstatement of membership shall be sustained by approval of a 2/3 vote of the Board of Directors.
- F. The Executive Secretary shall be directed to prepare a fully documented report of all action taken under Article III, Section E, by the Board of Directors and submit copies to the State NFAA Director, the Sectional Councilman and the Executive Secretary of the NFAA.
- G. All fees and annual dues shall be set in the Policy Section.
- H. Fees and charges for annual State Championship Tournaments shall be set forth in the By-Laws.

ARTICLE IV: BOARD OF DIRECTORS

- A. The Board of Directors shall consist of State President, Tournament Vice-President, Member at Large, NFAA Director and one (1) Club/Shop representative properly certified from each Club/Shop holding membership in the NMBA, such delegates being fully empowered to act for the Club/Shop so represented on all issues before the NMBA Board of Directors. Any Club/Shop may issue a proxy to any member of the NMBA Board of Directors. An inactive Club/Shop shall not be entitled to a representative on the Board of Directors.

B. A quorum of the Board of Directors will consist of a minimum of three members with at least one club/shop representative in attendance.

C. The Board of Directors being the fully constituted governing body of the NMBA and shall be responsible to the collective membership of the NMBA for the performance of the following functions:

1. Meetings shall be held twice a year at State Indoor and Grand Field. All new rule changes shall be made at either meeting and will go into effect immediately.
2. Consider and vote upon all proposed changes to the NMBA Constitution, By-Laws and Policy and Procedures.
3. Conduct deliberations in accordance with Robert Rules of Order, whether in sessions by mail or phone.
4. Authorize the treasurer to pay bills incurred as a result of commitments made in accordance with the budget authorization.
5. Consider and approve or reject items of expenses not included in the annual budget.
6. Serve as nominating committee for general election of NMBA officers.
7. Remove officers, executive committee members and salaried employees from office in accordance with Article III.E, Loss of membership.
8. Establish annually, fees, dues and other sources of revenue required to defray operating expenses.
9. Establish policy and procedures to be followed in dealing with other archery organizations and with all other agencies affecting the NFAA.
10. Shall review financial standing of the association and determine the per diem to be awarded to the Executive Secretary-Treasurer for travel purposes and reimburse the Executive Secretary-Treasurer \$30 per month for expenses.
11. An inactive club shall not be entitled to a voting representative on the Board of Directors.

D. Voting

1. Each member club holding a valid charter in the NMBA shall be entitled to one (1) vote, which shall be cast by the respective Board Member.
2. On any motion before the Board of Directors, the Board of Directors or their appointed alternate shall vote yes or no.
3. A member shall have authority to name an alternate delegate in the event their elected delegate is absent from the meetings. An alternate delegate must be a regular, paid-up member of the club they will represent, holding a written-signed proxy.
4. Each delegate or alternate must be a member in good standing of the NMBA and the NFAA.
5. Members of the Board of Directors present will each have one vote on issues before the Board of Directors. If there is an even number of members of the Board of Directors, then the NMBA President will not have a vote on the Board of Directors.

E. Meetings

1. Arrangements for the Semi-Annual Meetings will be made by the host club in coordination with the President and/or Board of Directors.
2. The Board of Directors shall meet semi-annually. The spring meeting shall be held at the site of the State Indoor. The summer meeting shall be held at the site of the State Grand Field. The meeting shall take place either the Friday evening before the shoot or the Saturday afternoon of the shoot at the call of the President with consent of the Board of Directors.
3. The Host Club will be responsible for finding an area large enough to accommodate the

meeting. This may be a clubhouse, meeting room, etc. The NMBA will provide up to \$50.00 per meeting to cover expenses for the meeting. Any additional charges will be presented to the **Board of Directors** for approval at the meeting.

4. The fiscal year of the NMBA shall run from October 1 to September 30 of each year (due to NMPRC regulations).
5. Election of officers will be held at the summer meeting (State Grand Field).
6. Changes to the NMBA Constitution can be made at any meeting.
7. **The effective date for each amendment to the Constitution and By-Laws shall be the first day following either of the semi-annual meetings, except when the effective date is specified in the amendment.**

F. Legislative Procedure:

1. Any Director, **state association member**, or member of the Executive Committee may introduce an amendment to the Constitution or By-Laws. The amendment shall be placed in proper form and chronological sequence and forwarded to the Executive Secretary at least thirty (30) days prior to the meeting.
2. **Twenty (20)** days prior to any meeting, a completed agenda, including all items of business and proposed amendments, will be mailed (or e-mailed) to all members of the Board of Directors.
3. An amendment to the Constitution, or the By-Laws may be introduced from the floor, of any meeting of the Board of Directors, to be acted upon by the Board of Directors at any meeting, provided the introduction of such amendment is approved by not less than $\frac{3}{4}$ majority of all delegates present.

- G. **The Board of Directors may be recalled to a meeting or a mail session at the discretion of the NMBA President, by majority vote of the Board of Directors, or by petition of two (2) members of the Board of Directors.**

ARTICLE V: EXECUTIVE COMMITTEE

- A. The Executive Committee shall consist of the NMBA President, the NFAA Director, Tournament Vice-President, Member at Large, and the Past President (If available).
- B. No person holding an executive position in any other National or State Archery Association shall be eligible for nomination to, or to hold, an executive office in the NMBA, if their major interests, an elected or appointed position, or activities would influence them to abrogate the purpose of the NFAA or NMBA.
- C. **The Executive Committee shall be empowered to make changes in the Constitution, By-Laws, and Policy and Procedures manual so as to bring it in line with any changes passed by the Board of Directors.**
- D. Duties
1. The Committee shall control and manage all properties of the NMBA.
 2. Shall by majority, appoint the Executive Secretary-Treasurer.
 3. Shall by majority vote, remove the Executive Secretary-Treasurer for failure to comply with the duties as set forth in Article VII.
 4. The Committee shall act as a nominating committee and prepare a slate of two (2) or more candidates (if possible or accepted) for each office to be filed with the Executive Secretary at least sixty (60) days prior to the Summer meeting. The slate of candidates shall be published along with the meeting agenda.
 5. Nominations will be accepted by the Committee from any member of the Board of Directors. Additional nominations from members of the Board of Directors or NMBA

- members present will be accepted from the floor of the meeting at the time of election.
6. All officers of the Committee shall have their NMBA/NFAA fees paid for by the New Mexico Bowhunter Association.

ARTICLE VI: OFFICERS AND ELECTIONS

- A. The elected officers of the NMBA shall be the President, the NFAA Director, the tournament Vice-President and the Member at Large, and shall be elected by the Board of Directors at the summer meeting.
- B. The term of office for each position shall be for two (2) years.

ARTICLE VII: DUTIES OF OFFICERS

A. The President

1. Shall preside at all meetings of the NMBA, the Executive Committee and the Board of Directors, and perform such duties as prescribed in Robert's Rules of Order.
2. Shall appoint standing and special committees. **Such as membership drive, newsletter editor, web master, hunting director, protest committee at a shoot, etc.**
3. Initiate and develop activities of the Board of Directors, Executive Committee or any duly constituted body.
4. **Shall serve as the NFAA Director in absence of the NFAA Director.**
5. Shall be responsible for the administration of policies and functions of the NFAA which are binding on the New Mexico Bowhunter Association.
6. Shall be empowered to call an emergency Board of Directors meeting.

B. National Field Archery Association Director (NFAA Director)

1. Shall represent the members of the NMBA at all NFAA meetings at the sectional and national levels.
2. Shall serve as the New Mexico Director on the Board of Directors of the NFAA.
3. Shall report to the NMBA Board of Directors and the Executive Board of the NMBA prior to the NFAA's Board of Directors meeting for the clarification of items on the agenda and a ruling of how the NMBA wants the Director to vote on these items.
4. NMBA will pay \$40.00 per day per-diem not to exceed \$500.00 per national event to the NFAA Director when he is attending a NFAA event where director attendance is required. The NMBA will also provide \$500 to cover airfare and/or vehicle travel means to any NFAA Meeting, this includes the National NFAA meetings in Las Vegas, special meetings called for directors of the NFAA held at NFAA headquarters, and any NFAA Southwest Sectional meetings. The NMBA Board of Directors and the NFAA Director will discuss if travel needs to be paid or reimbursed by the NMBA for the NFAA Director to attend any NFAA event.

C. The Tournament Vice President

1. Shall perform the duties of the President/NFAA Director in the absence of said officer.
2. Shall be Tournament Coordinator for the NMBA sponsored tournaments and responsible for acquisition of all trophies, record all scores and keep a record book for all outstanding rounds shot at NMBA sponsored tournaments according to class, style, and gender, including the PRO Division.

D. The Member at Large

1. Shall perform the general duties of the President and Tournament Vice President in the absence of both officers.

2. Perform surveys of membership on what they want in the organization and the direction they wish to see their organization moving.
3. Shall perform membership drives, develop plans to increase participation.

E. The Executive Secretary-Treasurer:

1. Shall serve notice of all Constitution or By-Law changes to the Board of Directors and the NFAA Headquarters in writing and within 30 days of such changes.
2. Shall receive all money of the NMBA and deposit said money in the name of the NMBA in a depository approved by the Executive Committee.
3. Shall keep accurate records of all receipts.
4. Shall keep all records of the NMBA, the Executive Committee and the Board of Directors.
5. Shall serve notice of meetings, provide meeting agenda, conduct correspondence and take a vote of the Board of Directors when so directed by the NMBA President.
6. Enforce the membership official actions, either by written or printed notice by mail, or in the official publication of the NMBA, and perform such duties as generally required of a secretary.
7. Shall be responsible for the following in accordance with the NFAA regulations:
 - a. Furnish the NFAA with a compliance affidavit as required.
 - b. Ensure charters of clubs are sent into the NFAA on time and recorded.
8. Shall be responsible for disbursement of all funds. Any disbursement of funds other than normal and customary business expenses must be approved by the Board of Directors prior to the funds being disbursed.
9. Shall keep accurate records of all disbursements of funds.
10. Will be paid a fee of \$30 a month for services.
11. Shall prepare a written report of financial standing of the NMBA for each meeting, which shall be audited as directed by the Board of Directors.
12. Must file an annual report no later than March 15 of each year prescribed by the New Mexico state Corporation Commission; if filed after March 15, the State Corporation Commission will assess a fine of \$10.00.

ARTICLE VIII: PROFESSIONAL DIVISION *The pros need to write this as they would like it to be. It is not up to the board of directors.*

- A. The Pro Division shall report any and all changes to the Executive Committee for NMBA approval. This is to ensure the changes follow NMBA Constitution.

B. General:

1. The Pro Division accepts the NFAA and NMBA Constitution and By-Laws with the exception of scoring and payouts.
2. Scoring will remain flexible to follow National Pro scoring systems and pay-outs will remain flexible according to growth of the Pro Division.
3. Any individual joining this Division will remain amateur status outside the state of New Mexico or during any sectional or National shoot held in the state unless he or she is a National Professional.
4. In case of a mail-in sectional with a state shoot being held AT THE SAME TIME, AN INDIVIDUAL MAY shoot as an amateur in the sectional and Pro for the state tournament if they are not a National Professional..

C. Rules:

1. Once an individual joins the Pro Division they are immediately exempt from all amateur state awards for that particular year. Pro Division members may drop out of the Pro Division by giving a one-year advance notice in writing.
- ~~2. Pro dues will be \$15.00 a year above the state dues. This money will be paid back 100% on~~

~~—a 50/30/20 basis to the top point winners.~~

3. Currently, the state hosts six (6) shoots in which points are attainable, for a possible 60 points maximum going into the Grand Field. Breakdown of points will be: winner = 10; 2nd place = 9; 3rd place = 8; and so on. A shooter may take their four highest point counts from these shoots, for a maximum of 40 points, into the Grand Field. The State Grand Field shall have a maximum value of ten (10) tournament points for each different round shot (3 rounds times 10 points = 30 points possible at State Grand Field).
4. Entry fee for each shoot will be ~~\$70.00~~; ~~\$10.00 to the host club, \$10.00 to the NMBA,~~ ~~\$50.00~~ to be paid back on a 50/30/20 basis; 70/30 if there are only two shooters. If there is only one Pro at a tournament he or she will attain 10 Pro points for attendance. This individual will also receive 30% of any contingency money provided for that shoot, the other 70% will be carried over to the next shoot. Contingency money is only payable to State Pro members. Guests may shoot for entry fee money only.
5. There will be a ~~\$70.00~~ entry fee for the Grand Field. ~~\$10 to host club,~~ ~~\$10 to the NMBA,~~ then the rest of the money will be paid out as follows for each round:
 - a. Animal round will be \$10 to the pot for each professional.
 - b. Hunter Round will be \$10 to the pot for each professional.
 - c. Field Round will be \$10 to the pot for each professional.
 - d. Over-all Tournament will be \$20 to the pot for each professional.
6. Payout at grand field will be 50%/30%/20% for 4 or more professional (or Open) shooters. If 3 professional (or Open) shooters, then the payout will be 70%/30%. If 2 professional (or Open) shooters, then payout will be 100% to first place.
7. This Pro Division will be the one and only Pro Division in the state. This is because there are no limitations on equipment. Archers can use conventional or compound bows described in the By-Laws, Article II-A Constitution and Article II-C Freestyle NFAA Constitution. Any division shooting for money with limitations on equipment will be named either open or money for their particular class. Example: BHFSU open of BHFU money. They must abide by equipment rules in their particular class. Any state money or open class must abide by the State Pro constitution.
8. Any guest wishing to shoot in the Pro Division or Money Division may do so provided he or she is not a member of the state organization. Archers may not be a member of the state organization and shoot as a guest in the Pro Division or a money division. Archers must be a member of the state to compete for point awards.

D. Scoring Rules:

1. Indoor scoring shall be the same as National Pro. All Pros must shoot on a championship target. Money Divisions in limited classes are exempt from the Pro scoring system and may use the target of their choice. The championship target will be scored; 5 points for the "bullseye" and 4 points for the blue and everything else zero. The 40 cm. target will be scored 5, 4, 3, 2, 1, 0. Money divisions must count their X's for tie breakers. In case of a shoot off, Pro and money divisions will shoot ~~two~~ ends. If still tied after this point, the scoring will change to inside out sudden death.

2. Animal rounds will be shot and scored in standing fashion. In case of a shoot off, Pro Division will shoot 4 arrows at a 20 yard target at 60 yards. The type of target to be used will be drawn out of a hat. If still tied after 4 arrows, then sudden death. Limited money shooters will shoot 4 arrows on 4 targets (one per target) starting on number one target, standard scoring will be in effect. If they are still tied after 4 arrows, they will proceed on the course at 1 arrow per target under sudden death rules.

3. During Hunter and Field rounds, standard scoring is in effect unless a change occurs in the National Pro Division. Shoot-offs in the Pro Division will consist of no less than 16 arrows, 4 arrows from the farthest stake for that particular target. The starting will be determined by drawing. If still tied after 4 targets, sudden death will be the rule, one (1) arrow at a time. Money Divisions will perform their shoot-off in the same manner except, instead of shooting a target from the farthest distance, they will shoot the targets in standard fashion.

4. At the State Grand Field all scoring and shoot-off rules will be in effect. Since there is separate money for each round of this shoot, there must be a 1st, 2nd and 3rd place winner in each shoot.

5. A shoot-off will take place only if there is a tie for 1st place. First place points and money will be awarded only to one person. All other ties will result in an equal number of points being given to the tied shooters. For ties other than first, money will be combined for the appropriate number of places and divided evenly. For example: a four way tie for first place would receive 1st place money. The money from 2nd, 3rd, and 4th place would be combined and divided evenly between the other shooters.

The rules need to be updated to the money currently being charged, and the current rules of the NFAA pro division.

ARTICLE IX: AMENDMENTS

THIS CONSTITUTION MAY BE AMENDED BY A 2/3 MAJORITY OF THE ATTENDING BOARD OF DIRECTORS AT THE EITHER ANNUAL MEETING

NEW MEXICO BOWHUNTER ASSOCIATION BY-LAWS

SECTION I: FEES AND DUES

A. Membership:

1. The annual dues for full membership (competitive) in the NMBA, including all rights and handicap card, shall be \$50.00 per year (\$35.00 NFAA, \$15.00 NMBA) payable in advance and effective upon application. Additional family memberships shall be \$5.00 per individual for two additional family members, and \$2.00 per additional family member afterward, and shall run concurrently from date of application.
2. The annual dues for Junior membership, including the NFAA handicap card shall be \$21.00 per year.
3. NMBA Life Membership shall be \$125.00, effective upon application and payment of dues.
4. NMBA Life Membership for spouse shall be \$75.00, effective upon application and payment of dues.

B. NMBA Tournament Entry Fees

1. **State entry fees will be as follows for each NMBA State tournament:**
 - a. **NMBA Championship Tournaments (NFAA 300 and Grand Field)**
 - i. **Adults: \$20.00 with \$10.00 to host club and \$10.00 to NMBA**
 - ii. **Juniors: \$10.00 with \$5.00 to host club and \$5.00 to NMBA**
 - iii. **Family: \$45.00 with \$25 to host club and \$20 to NMBA**
 - b. **NMBA Mail-in Tournaments (Vegas, American Round, other)**
 - i. **Adults: \$20.00 with \$10.00 to host club and \$10.00 to NMBA**
 - ii. **Juniors: \$7.00 with \$5.00 to host club and \$2.00 to NMBA**
 - iii. **Family: \$30.00 with \$20 to host club and \$10.00 to NMBA**

- B. Club Charters: NMBA/NFAA Charters shall be combined as one document and administered in accordance with procedures set forth in the NFAA By-Laws. The annual charter fee shall be \$55.00, with \$30.00 going to NFAA and \$25.00 to NMBA and shall be payable prior to January 1 of each year.

SECTION II: MERIT AWARDS

~~A. Master Award:~~

~~A Master Award can be purchased at \$2.00 each, by any member in good standing in the NMBA for shooting a perfect score on any 65 cm. diameter field or hunter target on any NFAA approved range during a registered tournament. The member must provide documentary evidence, witnessed by two archers, confirmed by the host club secretary or president. Each member is eligible to win seven awards, one each for 55 yards, 60 yards, 65 yards and the 80 yard walk up target on the field course and one each for 58 yard walk up, 64 yard walk up, 70 yard walk up.~~

~~B. Hunter Award:~~

~~The Hunter Award shall be presented to any member in good standing in the NMBA for each elk, deer, bear, turkey, sheep, antelope, cougar, lynx, coyote, javelina, bobcat, oryx, and ibex. The member shall provide evidence that they took the animal under the rules of fair chase. Hunter Awards can be purchased from the NMBA at \$3.00 each by a member in good standing. The NMBA will issue a certificate of each kill at no cost to the member. Applications must be made within the time element as specified in the NFAA Hunter Awards Program.~~

~~C. Trophy Recognition:~~

~~The NMBA, as a service to all bowhunters in New Mexico, supports the concept of a bowhunting record book including the establishment of an autonomous record book committee.~~

~~D. Bowhunter of the Year:~~

- ~~1. The NMBA shall annually present a permanent award for outstanding contributions to bowhunting and conservation — in New Mexico.~~
- ~~2. Nominations for the Award may be made by any member of the NMBA.~~
- ~~3. The Bowhunting and Conservation Committee will select “The Bowhunter of the Year” from the nominations.~~
- ~~4. The award will be presented at the fall semi-annual meeting.~~

E. ~~Archer~~ **NMBA Member** of the Year:

1. Refer to the “~~Archer~~ **Member** of the Year Nomination Requirements” form.
2. **Must be a current member of the NMBA at time of nomination.**
3. May be any archer from any shooting division.
4. If more than one nomination, then the NMBA President, NFAA Director, and Tournament Vice-President will vote to award Archer of the Year.
5. Award will be awarded on Sunday of Grand Field.

F. Club of the Year:

1. Club of the Year shall be awarded by a majority vote of the Board of Directors.

SECTION III: CHAMPIONSHIP TOURNAMENTS

- A. Beginning in 2020, the Vegas Round and American Rounds will be hosted by NFAA/NMBA chartered clubs through the state as Mail-In tournaments. The 5 Spot Indoor Championship and Grand Field will be awarded to NFAA/NMBA chartered clubs or shops on a bid basis at the Indoor meeting, and the state shoot calendar dates will be set at the Indoor meeting.
 1. Bids for the State Indoor and the State Grand Field Championships must be submitted and defended by a representative of an NMBA chartered club at or before the Indoor annual NMBA meeting and must include a statement regarding range approval, insurance and adequacy of facilities.
 2. Successful State Indoor and State Grand Field bids will be determined by a majority vote of the NMBA Board of Directors during the Indoor meeting and shall at that time sign a contract with the NMBA for that event.
 3. No club may bid for the State Indoor and State Grand Field tournament, which it hosted the previous year unless no other bids are submitted.
 4. Modifications to any of the State Tournaments shall first be approved by the Executive Committee.
 5. An alternate State Tournament schedule may be adopted with a majority vote of the Board of Directors.
 6. Beginning in 2020, the NMBA will establish their permanent shooting schedule to prevent scheduling conflicts with our NMBA chartered clubs and other organizations within New Mexico. Our permanent shooting schedule will be as follow:
 - a. Vegas Mail-in and NFAA Southwest sectional shoot – the month of January
 - b. NFAA 5 spot State Indoor Championships – First weekend in March
 - c. NFAA Animal Round (28 Targets) – April
 - d. NFAA Hunter/Field Round (14 Hunter/14 Field) - May
 - e. State Grand Field Championships – Second weekend in June (May change due to NFAA Southwest Sectional date, but will be held in June.)
 - f. American Round Mail-In – various weekends in October.
 7. Shoot start times will be determined by the host club of any state shoot.

- B. The State Grand Field Championship Tournament shall be held each year. It shall include a 28 target Field Round and a 28 target Animal Round to be shot on Saturday, and a 28 target Hunter round shot on Sunday.
- C. The Indoor Championship Tournament shall be held each year. It shall include two (2) NFAA 20 yard rounds with one shot on Saturday, and one shot on Sunday.
 - a. An archer may shoot two rounds on Saturday if there is available space on the shooting lines. They may NOT shoot two rounds on Sunday.
 - b. Archers may shoot multiple divisions at state indoor provided there is enough room.

D. Championship Tournaments Awards:

- 1. All NMBA Championship Tournaments shall provide awards in accordance with the NFAA Flight System-Unit Awards system, with the exception of the guest shooters.
- 2. The winners of the State Indoor and Grand Field Tournament will be recognized as a state champion.
- 3. Awards for Indoor and Grand Field will be a trophy decided by the Board of Directors. It is suggested that first will be an engraved plaque, second and third will be NFAA medals. If there are more than one flight, then the subsequent flights will be medals for first, second and third place.
- 4. The winners of the NMBA Mail-in Shoots will be recognized as a tournament winner.
- 5. Awards for the mail-in shoots may be NFAA medals for first, second, and third; or continue to award the engraved score plates for the large blue plaques.
- 4. Shooting styles shall not be sub-divided into open and amateur divisions.
- 5. NMBA shall recognize any record broken by an archer in all Championship Tournaments.
- ~~6. NMBA shall recognize any "Robin Hood" shot during any Championship Tournament.~~

E. Systems of Protest:

- 1. In the event a person feels he or she has a just protest concerning a rules infraction at an NMBA tournament, he or she is participating in, said person may file a protest.
 - a. The protest shall be in written form and filed with any State Officer present within one-half (1/2) hour of completing the final target of that day.
 - b. A ten dollar (\$10.00) fee must accompany the protest.
 - c. If said protest is ruled just, the problem will be immediately corrected and the money refunded to the protester(s).
 - a. If the protest is not valid, the \$10 stays with the NMBA.

SECTION IV: STANDING COMMITTEES AND APPOINTMENTS

A. Rules Committee:

The Rules Committee shall consist of three or more members to be appointed by the President. It shall prepare, maintain and interpret such rules and regulations for the NMBA sanctioned tournaments as may be deemed necessary by the Executive Board.

B. ~~Editor~~/Web Master/Social Media

- 1. Shall be appointed by the NMBA President and approved by the Board of Directors.
- ~~2. Shall publish or prepare for publication at least two (2) times a year, once after State Indoor and once after Grand Field, or as requested by the Executive Committee.~~
- 2. Shall be responsible to keep the web page www.nmbowhunters.org up to date. This should be completed after the Tournament Vice President publishes the state tournament results.
- 3. The Web Master shall have complete responsibility for the content of the NMBA ~~Newsletter~~ web page. The NMBA President shall have final approval of all material submitted for publication ~~in the NMBA Newsletter~~ on the NMBA web page.

C. Newsletter Editor

1. Shall be appointed by the NMBA President and approved by the Board of Directors.
2. Shall be responsible to collect content, develop, publish, and distribute the newsletter to the members of the NMBA, area archery and sporting goods stores, and state archery clubs at least 4 times a year.
3. A newsletter must go out after Grand Field with the American Round and indoor state shoot information, one must go out at the start of January to promote the indoor and Vegas rounds. One must go out after State indoor to promote the state summer shooting schedule.
4. Clubs shall provide information about events at their ranges.
5. A member profile may be included in each newsletter.

SECTION V: NMBA Hall of Fame

- A. The NMBA Hall of Fame will honor those individuals who have exhibited by their deeds, leadership and effect on archery in any or all of its forms, that quality that makes them stand out among their peers.
- B. The inductee to the NMBA Hall of Fame must be an NFAA/NMBA member (except in the case of the Compton Medal of Honor recipients) or have been an NFAA/NMBA member during the time of the action(s), making him/her a candidate for induction, occurred.
- C. NMBA Recipients of the Compton Medal of Honor, NFAA's highest award, will automatically be inducted into the NFAA/NMBA Hall of Fame.
- D. The Hall of Fame committee will be comprised of a minimum of three current Hall of Fame members. If three are not available, then the NMBA President or other Executive Committee member will serve on the HoF committee.
- E. Inductees into the NMBA Hall of Fame, other than as stated in Paragraph C above, will be selected as follows:
 1. All nominations for the Hall of Fame must be by a sponsor.
 2. All nominations must contain a detailed resume of the individual.
 3. All nominations will be held in the strictest confidence by the Hall of Fame Board of Directors.
 4. Election into the Hall of Fame will be by a majority of the Hall of Fame Board of Directors.
 5. All voting shall be by secret ballot.
 6. No results of the voting will be given to anyone outside the Hall of Fame Board of Directors.
 7. The sponsor will be notified that the individual has, or has not been elected.

NEW MEXICO BOWHUNTER ASSOCIATION POLICIES AND PROCEDURES MANUAL

- A. All clubs hosting championship tournaments will keep an accurate record of tournament receipts to be reviewed by the Board at the next meeting.
- B. All registration fees, including guest fees will be split 50/50 (between the NMBA and the host club) for each club hosted State Championship Tournament. Mail-in tournament splits are set in Section I.B.2 of the By-Laws.
- C. The NMBA President/NFAA Director may fine any club \$25.00 for cancellation of any set tournament through club negligence. No fine will be made for cancellation due to vandalism, loss of range or any reason beyond club control.
- D. Archers will be assigned targets according to class, style, gender, and age group, or such other method at the discretion of the host clubs tournament director. After the first day, archers will also be put into groups according to their closest competition.
- E. Master Awards and Hunter Awards are to be presented by the President using a little more fanfare when won.
- F. The Spring semi-annual meeting and the Summer semi-annual meeting will be held by the host club for the Indoor round and the Grand Field round.
- G. A tournament schedule shall be prepared by the Secretary of the NMBA and shall be published within thirty (30) days following the NMBA spring semi-annual meeting.
- H. It shall be the policy of the NMBA to flight only for awards in all State sanctioned championship and invitational tournaments as follows:
 - 1. Archers will be arranged on the score board before the start of the tournament according to style, sex, and age.
 - 2. Tied scores in all non-mail-in tournaments, will be decided by a shoot-off.
 - 3. Number of archers in a style to constitute flights for awards are as follows:
 - a. 1 to 8 = 1 flight
 - b. 9 to 16 = 2 flights
 - c. 17 to 24 = 3 flights
 - 4. Archers in first place through third place in each division, class, and flight will receive awards, regardless of the number of participants.
- I. Guidelines for State Tournaments are attached as Exhibit Number I.
- ~~J. Guidelines for the NFAA Annual 3 D Shoot are attached as Exhibit Number II.~~
- K. NMBA Secretary will be paid a minimum of \$30 a month for duties performed on behalf of the NMBA.
- L. The NMBA will provide the NFAA Director (or Proxy approved by Board of Directors) a minimum of \$500 to cover their airfare to the NFAA National Directors Meeting regardless of the location. The NFAA provides lodging at these meetings. If \$500 does not cover airfare, the NMBA will pay actual airfare cost.

- M. All NMBA Executive Committee members will have their NFAA memberships paid. This would only be for the individual part. The family or professional extra will be the member's responsibility.
- N. Shooter of the Year. Similar to the NFAA, the Shooter of the year will be awarded to the archer in any shooting style, any division, that has earned the most tournament points in their respective style and division. Requirements are as follows:
 - a. An archer must have earned a minimum of 35 (out of 50) tournament points.
 - b. Tournament points are awarded by placing in state tournaments other than the Grand Field.
 - c. Points are earned based on placing: 10 for first, 9 for second, etc..
 - d. If no archer meets the score requirement, then there will not be a Shooter of the Year.
 - e. Awards for the Shooter of the year will be a custom plaque.

Archer _____ Style _____

Nominating Archer _____

National Event Placings

Sectional Tournament Placing

State Tournament Accomplishments

State Records

THIS FORM IS TO BE FILLED OUT BY A NFAA MEMBER OF YOUR CLUB EACH TIME THE RANGE IS SET UP OR CHANGED, AFTER THE INITIAL INSPECTION IS DONE BY THE NFAA STATE DIRECTOR OR HIS APPOINTEE.

**I certify that on _____, I inspected the layout of
_____ (club name) Bowhunter/3-D range and it is set up in
accordance with NFAA specifications.**

Print Inspector's Name _____

Inspector's Signature _____ Date _____

Title _____

NMBA/Club or Shop Tournament Agreement Contract

An Agreement between the NMBA and the Host Club _____
to host the NMBA State _____ Tournament. This
Tournament competition is scheduled for the following dates: _____

I. Responsibilities of the NMBA:

1. The NMBA shall furnish all awards.
2. The *NMBA President/NFAA Director* or the designed alternate shall enforce all NMBA/NFAA rules and regulations through the *Tournament Chairman*.
3. The NMBA will provide up to \$50.00 per semi-annual meeting to cover expenses for the meeting location. Any additional charges will be levied at that time.

II. Responsibilities of the Host Club:

1. The Host Club will furnish all ranges, butts, target faces and any other equipment or materials necessary to carry out the above named State Tournament.
2. The Host Club will supply a tournament chairman, field captain and tournament secretary.
3. The Host Club will supply a complete registration list along with all final scores by class and shooting style to the NMBA Secretary and NMBA Tournament VP within fifteen (15) days of the tournament.
4. The Host Club will provide sanitary facilities, which are acceptable to local sanitary laws or codes and provide a daily service of said facilities.
5. The Host Club will provide drinking water at the headquarters and as a necessary on the range.
6. The Host Club will provide first-aid facilities and supplies.
7. The Host Club will carry an up-to-date NFAA Liability Insurance Policy, or one as good as the NFAA Insurance.
8. The Host Club must have an approved NFAA two (2) star rating with a minimum of one 14-target field rounds to host any field type tournament.
9. The Host Club will comply with all rules and regulations of the NMBA and the NFAA.
10. Host Club will be responsible to provide a 6-ft. tables in an area for the NMBA official use.
11. The Host Club for State Indoor and State Grand Field tournaments will be responsible for finding an area large enough to accommodate the semi-annual meetings.

MARKED OR UNMARKED BOWHUNTER or 3D RANGE INSPECTION

SAFETY REQUIREMENTS:

- A. No course shall receive approval until safety hazards, in the opinion of the inspector, are removed.
- B. All range inspectors **MUST** be members of the NFAA.
- C. No paths leaving targets shall go directly behind targets.
- D. If target is situated so that any path, target, road or buildings are behind at any reasonable distance, then the target must be provided with an adequate backstop.
- E. Practice area must be placed so that no paths or roads pass at a reasonable distance behind practice butts. Practice area shall be treated as giant sized targets, and so cleared and backed.
- F. Targets should be placed in shooting lanes to simulate hunting conditions, but at the same time, these shots should be good, clean (not clear) and safe shots. Remember, realistic bowhunting practice shots.
- G. If an arrow is lost, the shooter should place his bow across the shooting lane in plain sight, or stand his bow in front of the target butt and/or 3-D animal and search a maximum of 25 yards behind the target.
- H. A minimum distance ranging from 25 to 50 feet must be provided between any path or shooting lanes paralleling another shooting lane. This minimum permits tolerance to be used, depending upon terrain or length of shot. Any distance used must preserve absolute safety.
- I. A minimum of 50 yards must be provided from one target to all other shooting positions, lanes and targets. An appropriate backstop may be substituted.
- J. Distance on either side of a target to be free from archers shall be 30 degrees from the shooting position. This does not mean all clear, but only that no shooting positions, waiting areas, etc., be located in this area. To figure the 30 degrees, multiply 0.57735 times the number of feet between shooting stake and target.
- K. No target shall be situated on top of a hill where a miss becomes virtually a flight arrow.
- L. It is recommended that on a bowhunter range, the range inspector make a drawing for the range layout, which might be used if an accident occurs during a shoot (for insurance purposes).

Suggestions for laying out a permanent Bowhunter/3-D Range

1. Lay out your range so that you have a minimum of 10 to 30 yards more than the shortest distance you would want to shoot.
2. Put a permanent stake where your target will be placed. This will allow you to vary your range between tournaments or round and still stay within the safety requirements of the NFAA.
3. Check the above safety requirements from the longest shooting position possible. This will assure your staying within the requirements at any distance.
4. By using either the interrupted linear or the interrupted continuous layouts, you can see the amount of shooting positions which are possible. (see fig. #1). Because of the construction of these ranges, shots can be made from many angles to the target, from the trail and up to the target.