

Committee Descriptions

Maintenance & Grounds- Supervise the care and maintenance of the mechanical equipment. Ensure that mowing, trimming of club grounds is performed as needed to ensure the property is kept in a neat appearance at all times. Maintain all roads including snow removal.

Facilities - Supervise and aid in the care and maintenance of all club buildings (interior and exterior) and all contents.
Responsible for all garbage, restroom and heating/cooling.

Conservation- Plan and aid in the conservation of wildlife in all its aspects.

Plan and aid in the conservation of the property including but not limited to trees, plant life, and creeks. Supervise such efforts as may be approved by the general membership

Ways & Means- Responsible for inventory, design and sale of club apparel and goods. .

Plan, supervise and solicit members to help run the kitchen during shoots or any other club event. Solicit volunteers and aid to serve refreshments or meals at club project days. Plan and run all raffles and other fundraising ideas.

Communications- Maintain the club website that includes, but not solely limited to content management, Domain registration, administration, and security. Maintain all club computers used for shoots, leagues, finance, and any other devices. Ensure that all current club shoots are put in the Newspaper (Gazette).

Contact news organizations for news worthy events involving the club. Ensure all club flyers are made, internally posted, and distributed to appropriate committee chairman for external communications and distribution.

Ensure that the shoot schedule is posted on all archery related websites that list shoot schedules. (3-dshoots.com; ISAA, IBA, Traditional archery websites.) Maintain all club bulletin boards. Put out monthly newsletter.

Education- Promote archery and Hunting Education through classes and programs. Coordinate with any local, state or national archery program. Responsible for ensuring there are certified instructors for archery classes as programs require.

Bowhunter/3D - Plan and supervise the construction and maintenance of Bow Hunter shooting ranges and acquisition as well as maintenance of equipment related to bow hunting. Inventory and maintain all 3-D targets. Including the homemade 3-D targets. Plan and solicit members to set-up and run all 3-D archery shoots. Complete required steps to bid for any State or other 3-D archery shoots. Responsible for maintaining all Bowhunter archery courses.

Traditional Archery- Promote the Traditional side of archery and Bowhunting.

Plan and solicit members to help set-up and run all Traditional archery shoots.

Responsible for maintaining all Bowhunter archery courses.

Target & Field Archery- Plan and supervise the construction and maintenance of target shooting ranges and the acquisition and maintenance of equipment related to target archery. Plan and solicit members to set-up and run all Target and Field archery shoots. Complete required steps to bid for any State or other target archery shoots.

Responsible for maintaining all Target and Field archery courses.

Planning- Plan future development of club property.

Plan and Facilitate the actual work or supervise the work being done by contractors on the development of club property.

Finance- Be comprised of the Treasurer of the corporation and no more than two additional members with one qualified as a preparer of financial reports.

Prepare budgets for capital needs and operational needs.

Perform any functions as set out in the By Laws.

Assist the Treasurer in the creation of financial daily operational policies.

Create a development plan that includes fund-raising, grant writing and development of a donor base.

Responsible for securing funding for projects.