

# **Molokai Hunting Club Checklist**

## ALL must be completed to become a club member

Participant's Name:

1.)	Review and sign club's Bylaws
2.)	Complete and sign Membership Form
3.)	Review and sign the member's Code of Conduct Form
4.)	Review and sign Waiver and Release of Liability Form
5.)	Submit current hunting license if participating on hunts. *Not required to join club
6.)	Pay annual membership fee: \$50.00 (Includes shirt for 18 & up)
7.)	T-shirt only for 18 years and under members: \$13.00 or \$15.00 for 2xl and up
8.)	T-shirt only for senior members: \$25.00

<sup>\*\*</sup>If you're completing this form for anyone under 18 and not joining the club, you will need to sign on their behalf as parent/guardian.

<sup>\*\*</sup>If family members such as a spouse or children would like to join MHC, you may add their information on the continuation page. Forms can be shared if it is immediate family members only (spouse/children).



# **Molokai Hunting Club Membership Form**

Name:	Birthdate:					
Email Address:						
Mailing Address:						
Best Contact Phone Number:						
Hunting License#:	Hunter Education#:					
Adult or Youth Shirt Size (circle one): S M L XL	2XL 3XL 4XL **Youth is S/M/L only					
Emergency Contact Name:						
Relationship:	Phone Number:					
Membership Fee Received:	Payment Method:					
<ul> <li>Membership Fee: Renewable every first Thursday in February</li> <li>Seniors (currently) – FREE for 65 years old and above **T-shirt not included, will need to purchase.</li> <li>18 &amp; under (currently) – FREE **T-shirt not included, will need to purchase.</li> <li>All members: \$50.00 **Fee includes shirt &amp; liability insurance &amp; more</li> <li>Submit current valid hunting license</li> <li>Completed forms, and a copy of current hunting license can be emailed to molokaihuntingclub@gmail.com or provided to board members. Fees can be paid via check, cash, or Venmo: @molokaihuntingclub.</li> </ul>						
NOTE – currently monthly meetings are held	every last Thursday of the month unless stated otherwise:					
Kiowea Park, Kapuaiwa (Coconut Grove) Kaunakakai, HI 96748 7:00 PM	Facebook Live on Molokai Hunting Club Group Page 7:00 PM					
Print Name (Participant or Parent/Guardian):						
Signature (Participant or Parent/Guardian):						

Date Signed: \_\_\_\_\_



## Molokai Hunting Club Membership Form for additional immediate family only:

1.	Name:	Birthdate:	
	Hunting License#:	Hunter Education #:	
	Adult or Youth Shirt Size (circle one):	S M L XL 2XL 3XL 4XL **Youth is S/M/L only	
2.	Name:	Birthdate:	
	Hunting License#:	Hunter Education #:	
	Adult or Youth Shirt Size (circle one):	S M L XL 2XL 3XL 4XL **Youth is S/M/L only	
3.	Name:	Birthdate:	
	Hunting License#:	Hunter Education #:	
	Adult or Youth Shirt Size (circle one):	S M L XL 2XL 3XL 4XL **Youth is S/M/L only	
4.	Name:	Birthdate:	
	Hunting License#:	Hunter Education #:	
Adult or Youth Shirt Size (circle one): S M L XL 2XL 3XL 4XL **Youth is S/M/L only			
5.	Name:	Birthdate:	
	Hunting License#:	Hunter Education #:	
	Adult or Youth Shirt Size (circle one):	S M L XL 2XL 3XL 4XL **Youth is S/M/L only	
6.	Name:	Birthdate:	
	Hunting License#:	Hunter Education #:	
	Adult or Youth Shirt Size (circle one):	S M L XL 2XL 3XL 4XL **Youth is S/M/L only	
7.	Name:	Birthdate:	
	Hunting License#:	Hunter Education #:	
	Adult or Youth Shirt Size (circle one):	S M L XL 2XL 3XL 4XL **Youth is S/M/L only	



## Waiver and Release of Liability Form

In consideration of being allowed to participate in any way in the Molokai Hunting Club events and activities, the undersigned acknowledges, appreciates, and agrees that:

- 1) The risk of injury from hunting, shooting and other known and unknown events and activities and/or the use of the related buildings, structures, equipment, automobiles, firearms, weapons, ATV's, boats, treestands, roads, bodies of water, land and all other real and personal property whether owned by the hunting club or others is significant, including the potential for permanent paralysis and death, and while particular rules, equipment, and personal discipline may reduce this risk, the risk of serious injury does exist; and,
- 2) I acknowledge and agree that the use of firearms and other weapons by myself or others on club premises or otherwise are inherently dangerous and high-risk activities whether such firearms or weapons are discharged by myself or others; and,
- 3) I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS OF PARTICIPATION IN ANY HUNTING EVENT, or any event affiliated with the Molokai Hunting Club, both known and unknown, EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASES or others, and assume full responsibility for my participation; and,
- 4) I willingly agree to comply with the stated and customary terms and conditions for participation. If, however, I observe any unusual significant hazard during my presence or participation, I will remove myself from participation and bring such to the attention of the nearest board member immediately; and,
- 5) I, for myself and on behalf of my executors, heirs, assigns, personal representatives and next of kin, HEREBY RELEASE AND HOLD HARMLESS to the Molokai Hunting Club its officers, directors, agents, volunteers, members, guests, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of real property and personal property used to conduct the events and activities ("RELEASEES"), WITH RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, or loss or damage to person or property, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE, TO THE FULLEST EXTENT PERMITTED BY LAW; a) I AGREE NOT TO SUE any of the person or entities mentioned above for any of the claims or liabilities that I have waived, release or discharged herein.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Participant Name:\_\_\_\_\_\_ Participant Signature: \_\_\_\_\_\_\_

Date Signed:\_\_\_\_\_\_

FOR PARTICIPANTS OF MINORITY AGE (UNDER AGE 18 AT THE TIME OF PARTICIPATION). This is to certify that I, as parent/guardian with legal responsibility for this participant, do consent and agree to his/her release as provided above of all the Releasees, and for myself, my heirs, assigns, and next of kin, I release and agree to indemnify and hold harmless the Releasees from any and all liabilities incident to my minor child's involvement or participation in these events and activities and/or the use of related real and personal property as provided above, EVEN IF ARISING FROM THEIR NEGLIGENCE.

Name of Parent/Guardian:\_\_\_\_\_\_\_ Parent/Guardian Signature:\_\_\_\_\_\_\_

Emergency Contact No.:\_\_\_\_\_ Date Signed: \_\_\_\_\_



waiver and Release of Liability Form for additional immediate family only:
1. Participant's Name:
Participant's Signature:
Date:
2. Participant's Name:
Participant's Signature:
Date:
3. Participant's Name:
Participant's Signature:
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Date:
5. Participant's Name:
Participant's Signature:
Date:
6. Participant's Name:
Participant's Signature:
Date:



## **Molokai Hunting Club Code of Conduct**

member of the Molokai Hunting Club does hereby agree
to the following:
<ul> <li>I will know and follow all club's rules and bylaws.</li> <li>I will uphold and respect the club's mission statement.</li> <li>I will abide by all State of Hawaii Hunting Regulations and Laws.</li> <li>I will respect all board members, members, and properties.</li> <li>I will attend a mandatory of six (6) club meetings per calendar year.</li> <li>I will participate in two (2) mandatory community service per calendar year.</li> <li>I will always communicate with all members in a positive and respectful manner.</li> <li>I will always practice safety at all times.</li> <li>I will have a positive attitude. I will think positive and try my best to lead by example.</li> <li>I will demonstrate good sportsmanship by promoting positive support to all members.</li> <li>I will not use profane language or gestures at any time at community events.</li> <li>I will not represent the Molokai Hunting Club without the prior consent of the board and members.</li> <li>I will be considerate to all member's opinions and beliefs.</li> <li>I will hold and maintain the basic tenets of hunting which includes integrity, neutrality, respect, sensitivity, professionalism, and discretion and tactfulness.</li> </ul>
understand that as a member of this club that a violation of the rules, regulations and the code of conduct will be subject to review by the club board members. Disciplinary action may include; issuance of warning temporary suspension, or expulsion from Molokai Hunting Club without a refund based on the severity of the violation.
have read the Code of Conduct and understand its contents. I further agree to the contents in its entirety as well as the club's bylaws provided to me, and I understand my signature below is binding.
Participant's Name:
Participant's Signature:

Date Signed:



Molokai Hunting Club Code of Conduct for additional immediate family members only:

. Participant's Name:	
Participant's Signature:	
Date:	
. Participant's Name:	
Participant's Signature:	
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Participant's Signature:	
Date:	



### Please Keep For Your Records

#### I. NAME

This organization shall be known as Molokai Hunting Club.

#### II. OFFICE

The location of the principal location of this organization shall be at Kulana 'Oiwi Conference Room with address, 600 Maunaloa Hwy, Kaunakakai, HI 96748 and/or location will vary depending on President.

#### III. PURPOSE

This amateur hunting organization is organized exclusively to create a platform to manage, protect, restore, and preserve natural and cultural resources of Molokai for all generations to come. In addition, educational programs that will administer respect for the environment and in support legislation which will benefit wild game and the hunting community within the State of Hawaii.

The objective of the organization is to provide:

- 1. SOLID FUNDAMENTALS: Simplify hunting by instructing basic fundamental skills to ensure proper hunting technique is being utilized.
- 2. QUALITY INSTRUCTION: Provide quality instruction and increase situational awareness.
- 3. PERSONAL GROWTH: To instill the value of good work ethic, effort, responsibility, commitment, sportsmanship, leadership, and teamwork.
- 4. TEAMWORK: Promote selfless skills, leadership, and good sportsmanship. Promote positive involvement within the community.
- 5. LIFE SKILLS/LESSONS: Develop good character and well-rounded individuals that will continue to educate future generation hunters.
- 6. RAISE FUNDS: To provide local competitive hunting tournaments and exposure.

#### IV. MEMBERSHIP

- 1. Qualifications
  - a. Individual membership shall be available to any person, including parents and/or legal guardians to members under the age of 18, who pays the required annual dues as determined by the Molokai Hunting Club Executive Board.
    - i. All current due-paying members shall be entitled to vote at all meetings of the general membership.
  - b. Associate memberships shall be available to organizations and businesses desiring to support the club's mission, either by monetary contribution or in-kind contributions. Associate members are not required to pay dues.
    - i. Associate members shall not have voting privileges.

#### V. MEETINGS

1. BOARD MEETING: The Molokai Hunting Club board members consist of President, Vice President, Secretary, Sargent of Arms, and Treasure will meet once a month.



- a. Meetings may include, but are not limited to:
  - i. Members of the club, recruitments;
  - ii. Possible tournament or training classes to be held; and
  - iii. Possible community services and club events.
- b. Meetings should include:
  - i. Agenda;
  - ii. Treasure should provide bank statements, which President will initial and date after review;
  - iii. Treasure should provide any ledger to all board members, which President will initiate and date after review;
  - iv. Board members should provide any and all club updates such as questions or concerns from the community, suggestions of community events or volunteer services.
- 2. GENERAL MEMBERSHIP: The Molokai Hunting Club membership meeting shall be held every first Thursday of the month at The Office of Hawaiian Affairs (OHA), Kulana Oiwi Conference Room located at 600 Maunaloa Highway, Kaunakakai, HI 96748, unless stated otherwise.
  - a. Meetings may include, but are not limited to:
    - i. Membership discussion of possible tournaments or training classes
    - ii. Solicitation of volunteers
    - iii. Club events, community service
    - iv. Collection of initial and subsequent club fees
- 3. NOTICES: Notices of general meeting will be posted to the Molokai Hunting Club social media page and hard copy or soft copy upon request. The Secretary of the Board and PR/Media Coordinator will be held responsible.
- 4. SPECIAL: The officers may call special meetings from time to time as required.
- 5. AGENDA: The President shall prepare an agenda of items to be discussed at each meeting. The Secretary shall enter the agenda into the minutes. The minutes shall include reports from the Secretary, Treasurer, and all active committees or subcommittees; a record of votes taken during the previous meeting; a calendar of upcoming events or deadlines; and the time, date, and place of the meeting. For a special meeting of the Molokai Hunting Club Executive Board, notification and agenda requirements may be waived.
- 6. QUOROM: The quorum at general membership meetings and special meetings shall be a majority of the membership.
- 7. VOTING RIGHTS: All paying members will have voting rights.
- 8. ATTENDANCE: All paying members shall attend a mandatory of six (6) club meetings and participate in two (2) mandatory community service per a calendar year.

#### VI. MOLOKAI HUNTING CLUB EXECUTIVE BOARD

#### 1. POWER AND SIZE

- a. POWER: The Molokai Hunting Club Executive Board shall conduct business of the organization and shall accede to the wishes of the membership as determined at the general and special meetings. They shall have control and management of the properties and organization, subject to these bylaws and the will of the membership.
- b. SIZE: The Molokai Hunting Club Executive Board shall consist of no less than three (3) officers and no more than five (5) officers.
- 2. ELECTIONS: Officers shall be elected by the Molokai Hunting Club Executive Board excluding officers holding seat up for election. Each officers shall serve a term no less than 1 year.



- 3. RESIGNATION, REMOVAL AND VACANCIES:
  - a. RESIGNATION: An officer may resign from office providing notice is given to the Executive Board.
  - b. REMOVAL: The cause and decision for removal shall be determined by a unanimous vote of the Molokai Hunting Club at a duly called Officer's meeting. The officer in question may not vote on the question.
  - c. VACANCIES: The Molokai Hunting Club may fill vacancies on the Board. Appointed by the Molokai Hunting Club Executive Board, shall serve out the term of those they have replaced.
- 4. QUOROM: A quorum of the Molokai Hunting Club Executive Board shall consist of a majority of the board officers
- 5. COMMITTEES: The Molokai Hunting Club Executive Board may from time to time form a committee, as it deems necessary.

#### VII. OFFICERS OF THE BOARD

- 1. ORGANIZATION: The governing body of the Molokai Hunting Club shall be an Executive Board (Board) selected and organized as hereinafter provided. The Executive Board (voting members) shall be composed of the following officers: President, Vice President, Secretary, Treasurer, and Sergeant and Arms. Each Executive Board officer will have one vote at all Board meetings. In case of a tie vote, the decision of the President shall prevail.
- 2. QUALIFICATIONS: Officers shall be members of the organization. The President and Vice President shall hold a current hunting license to the Secretary while holding an officer position.
- 3. RESPONSIBILITIES: The Board is subject to the Club membership and shall not take any action which conflicts with the majority vote of the membership. The Board has general supervision of the Molokai Hunting Club programs, coordinates activities and fundraising, acts as treasurer and disbursement of the Molokai Hunting Club funds, is arbitrator of internal conflicts, advises on general questions relating to operation of the club, has authority to set and amend policies, and maintains possession of all Club assets.
- 4. RESIGNATION, REMOVAL, AND VACANCIES:
  - a. RESIGNATION: An officer may resign from office providing the majority of the officers accept the resignation.
  - b. REMOVAL: An officer may be removed from office by a unanimous vote of the officers. The officer in question may not vote on the question.
  - c. VACANCIES: The board may appoint a new officer in the event of a vacancy occurring. If a vacancy occurs in the office of the President, the Vice President shall serve as President for the remainder of the term.
- 5. DUTIES: The duties of the officers' hall be those normally assigned to the particular office and shall include others that are prescribed by the membership.
  - a. President:
    - i. Presides over the Molokai Hunting Club meetings. Directs the Board; appoints committee members with the advice of the membership; signs all official documents and all payable transactions approved by the Molokai Hunting Club Executive Board on behalf of the non-profit; and serves as the liaison between past and present boards. Ensure all State and Federal filing required to maintain tax-exempt status are current. President signs for all payable transactions with approval of the Molokai Hunting Club Executive Board. Serves as a voting member of the Board.
  - b. Vice President:
    - i. Responsible for Molokai Hunting sponsored activities; including but not limited to the responsibilities of the President in the absence of the President. Serves as a voting member



of the Board.

#### c. Secretary:

i. Keeps a record of meeting minutes, prepares and delivers notices as required, and maintains list of members. Maintains historical record of Board members, meeting minutes, bylaws, and policies within a master binder that is passed to next elected Board Secretary. Collects and stores all members hunting license. Serves as a voting member of the Board.

#### d. Treasurer:

i. Issue notices of dues payable and be responsible for the collections thereof, collects all club fees/dues from individuals and distributes respective receipts. Records financial transactions of the organization; disburses funds as deemed appropriate by the Board, and maintains written treasurer's report. Serves as a voting member of the Board.

#### e. Subcommittee Chairs and Members:

- i. *Advisor Liaison(s):* Serves as a liaison between Molokai Hunting Club Board members and community. Will provide feedback about community concerns and needs, report community meetings that are beneficial to club to attend, will remove public notices from bulletin boards after event occurs, ruling and enforce members' attendance, and continue to recruit members. Serves as a non-voting member of the Board.
- ii. *Immediate Past President/Members at Large*: Provides advice and guidance to the Board. Serves a non-voting member of the Board.
- iii. *Tournament Representative*: Responsible for organizing and scheduling all hunting tournament with the Board approval. Serves as non-voting member of the Board.
- iv. *PR/Media Representative*: Responsible for providing news media with full reports of club activities, as well as reporting results of tournaments. Coordinates all communications with outside media sources as well as maintaining and updating the official club social page. Serves as non-voting member of the Board.
- v. *Educational Representatives*: Coordinates educational classes/lessons on hunting and its surrounding environment, assist with obtaining hunting license, and organizing educational speakers. Serves as non-voting member of the Board.
- vi. *Uniform/Merchandise Coordinator*: Responsible for assuring that all club shirts are ordered and distributed in a timely manner to each paying member. Directs merchandise fundraising activities such as sales of shirts, jackets, hats, etc. Serves as a non-voting member of the Board

#### VIII. ROBERT'S RULES OF ORDER

Robert's Rules of Order, newly revised, shall govern the proceedings of all meetings of the organization and its constituent parts, except as otherwise provided by these bylaws.

#### IX. EXECUTION OF INSTRUMENTS

All checks, drafts, or other orders of payment of money, notes, or other evidence of indebtedness issued in the name of the organization shall be signed by the President and Secretary or Vice President and Treasurer, preferable by always requiring two signatures of the officers.

#### X. FISCAL YEAR

The fiscal year of the organization shall be from February 1 to January 31.



#### XI. CORPORATE SEAL

The President shall be the keeper of the organizational seal and shall use it on all official documents of the organization. The corporate seal shall be located at the organization's office at Kulana 'Oiwi Conference Room with address, 600 Maunaloa Hwy, Kaunakakai, HI 96748.

#### XII. AMENDMENTS

Members to the Officers shall submit amendments to these bylaws. Amendments shall be in writing and must be submitted five (5) working days prior to the July General Meeting or a special meeting called for that purpose. All amendments shall require a majority 2/3 vote of the members present at the membership meeting.

#### XIII. NONPROFIT

This organization is organized exclusively for charitable purposes within the meaning of section 501(c) (3) of the Internal Revenue Code.

This organization is not organized for profit and it shall not issue any stock, and no part of its assets, income, or earnings shall inure to the benefit of or be distributed to any of its members, directors, or officers except that the organization shall not participate in, or intervene in any political campaign on behalf of any candidate for public office. Notwithstanding any of the provisions of these bylaws, the organization shall not carry on any other activities not permitted to be carried on (a) by a Corporation exempt from Federal Income tax under section 501(c)(3) of the Internal Revenue Code of 1986, (or the corresponding provision of any future United States Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

#### XIV. DISSOLUTION

When the organization ceases to fulfill its stated purpose, the officers may declare the dissolution of the organization at a membership meeting. The members present at such a meeting shall vote on the matter. A 2/3 vote shall be required to dissolve the organization.

Upon the dissolution of the Corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code (or corresponding section of any future tax code), or shall be distributed to the federal government for a public purpose. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principle office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Date of bylaw adoption....

President Signature Date

Marina Lafaele

10/01/2020

10/01/2020

2nd Officer Signature Date



I HAVE READ THE MOLOKAI HUNTING CLUB BYLAWS AND UNDERSTAND ITS CONTENTS. I FURTHER AGREE TO THE CONTENTS IN ITS ENTIRETY AS WELL AS THE CLUB'S BYLAWS PROVIDED TO ME, AND I UNDERSTAND MY SIGNATURE BELOW IS BINDING.

1. Participant's Name:	
Participant's Signature:	 
Date:	
2. Participant's Name:	
Participant's Signature:	 
Date:	
3. Participant's Name:	
Participant's Signature:	 
Date:	
4. Participant's Name:	
Participant's Signature:	 
Date:	
5. Participant's Name:	
Participant's Signature:	 
Date:	
6. Participant's Name:	 _
Participant's Signature:	 
Date:	
7. Participant's Name:	 _
Participant's Signature:	 
Date:	