

## **Wintonbury Men's Golf Association By-Laws**

### *Article I Name*

The name of the club shall be the Wintonbury Men's Golf Association (referred to hereafter as "the Association"), also known as the WMGA.

### *Article II Purpose*

The purpose of this association shall be to promote the game of golf and to encourage fellowship and sportsmanship by playing and maintaining social contacts with members of the Association.

### *Article III Membership*

Only persons 18 years of age or older shall be members of the Association, except when approved by the Chair of the Membership Committee.

The membership is contingent upon paying the Association dues which are fixed annually by the "Board."

The annual membership period shall be from November 1 – October 31.

The Board shall set the number of members in the Association at its first meeting of the year.

The acceptance of membership in the Association shall bind each member to uphold all the provisions of the by-laws, and other rules made by the Association and Wintonbury Hills Golf Course, and to accept and enforce all rules and decisions of the Board acting within its authority.

Members shall be subject to recommendation for expulsion for unbecoming conduct detrimental to the game of golf and/or to the good name of the Association, or to the proper functioning or administration of the Association. Such matters will be brought up before the membership committee.

### *Article IV Meetings*

#### Meetings – Membership

The annual meeting and election of the officers will be held in the month of October, notice of which shall be posted in the Wintonbury Hills pro shop three (3) weeks before the date of such meeting.

Special meetings may be called at any time by the president, or in his absence the vice president, or by a majority of the Board. Notice of at least 24 hours shall be provided to each Board member for a special meeting. Special meetings may not address any matter other than those provided in the notice.

The latest edition of Robert's Rules of Order, when not inconsistent with these by-laws, shall govern the meeting of the Association.

#### Meetings – Board of Directors

The Board shall meet at least three times per year. A simple majority of the Board of Directors is required to constitute a quorum. A simple majority vote of the quorum is required to resolve all issues.

The president of the Board shall notify all board members of regular and special meetings of the board. Notice shall be provided to the last email address each board member provided to the president.

Any Board member failing to attend three consecutive meetings may be removed from office by a simple majority vote of the board of directors at any board of directors meeting.

The latest edition of Robert's Rules of Order, when not inconsistent with these by-laws, shall govern the meeting of the board of directors.

#### *Article V Nominations and Elections*

Notice of the annual meeting shall include the proposed slate of officers and Board.

During the annual meeting, any member in good standing may nominate another member in good standing as an officer of the Association.

Any member nominated must be present at the annual meeting to be eligible for election, except that the requirement to be present shall not apply to those members listed in the slate of proposed officer and directors listed in the notice of the annual meeting.

Only members in good standing shall be eligible to vote for the officers.

#### *Article VI Government*

##### Section 1: Officers

The officers of the Association shall consist of a president, vice president, secretary, treasurer, communications director, and the handicap chairman.

#### Duties

##### A. President:

The president shall preside at all meetings of the Association and the Board and shall perform such other duties as ordinarily appertaining to the office.

The president shall appoint the chairman of all standing committees, except for the membership committee, which shall be chaired by the vice president.

The president will be a member ex-officio of all committees.

The president shall call at least three board of directors meetings per year.

The president shall communicate regularly with members of the Association.

The president shall appoint an officer, or an at-large member, if any vacancies occur during the year.

All checks, drafts, withdrawals, or orders for payment from any association account shall be signed by the president or treasurer.

##### B. Vice president:

The vice president will assume the duties of the president in case of the president's absence or inability to perform the duties of that office.

The vice president shall serve as chair of the membership committee.

C. Secretary:

The secretary shall provide proper notice of all membership meetings to the Association members as provided by the by-laws and shall conduct all correspondence excepting that pertaining to the office of the treasurer. Notice shall be provided by email to the last email each member has provided to the Association.

He shall also perform all other duties ordinarily appertaining to the office of secretary and such duties as directed by the board of directors.

D. Treasurer:

The treasurer shall receive and disburse the funds of the Association, as directed by the Board.

The treasurer shall submit a financial report of the Association at regular meetings of the Board, other times requested by the Board, and the annual meeting.

The treasurer shall serve as chair of the finance committee.

The treasurer shall perform all other duties ordinarily appertaining to the office of treasurer and additional duties as directed by the Board.

All checks, drafts, withdrawals, or orders for payment of money shall be signed by the treasurer or president.

E. Communications Director

The communications director shall be responsible for communication between the Wintonbury Men's Golf Association and the general public.

The communications director shall work with the President on communications among the members of the Association.

The communications director shall send welcome notes to all new members.

The communications director shall retain all correspondence with members regarding their membership status.

The communications director shall perform all other duties ordinarily appertaining to the office of communications director and other duties as directed by the Board.

F. Handicap Chairman

The handicap chairman is the spokesperson for the handicap committee and also plays an integral role as a conduit between the WMGA, its state or regional golf association and the USGA to ensure compliance with the USGA Handicap System. The handicap chairman will be in regular contact with the state or regional golf association and possess a working knowledge of the USGA Handicap System.

Section 2: Board of Directors

The Board shall have the authority to act on any emergency which may develop between regular membership meetings of the Association.

The Board shall approve all committee appointments, including the chair of each committee.

The Board shall set and approve all changes in Association policies.

The Board shall set the number of members on the Board of which six shall be officers of the Association, and other non-officer members of the Association.

The non-officer members shall include the previous year's member of the year whose term shall be three years. If a non-officer resigns or cannot fulfill the full three-year term, the Board may appoint another member to complete the remainder of the three year term.

### Section 3: Committees

Committee chairs shall nominate members of the association to service on their committee. Any member in good standing is eligible for nomination to a committee. Membership on a committee is subject to the approval of the board.

1. The membership committee shall be responsible for reviewing applications for membership, the expulsion of members and establishing a wait list for membership when necessary.
2. The tournament committee shall be responsible for the planning of all tournaments for each golf year. In addition, the committee will oversee operating all tournaments and collecting any fees set by the board. Special events will be under the direction of the president and vice president.
3. The handicap committee is responsible for seeing that all players turn in all acceptable scores for peer review and making certain that each player has a Handicap Index reflecting potential ability. The handicap committee has the authority to make the determination if course conditions are so poor that score posting should be suspended. If score posting is suspended for an extended period, the WMGA must obtain approval from its authorized golf association.
4. The nominating committee shall be responsible for soliciting and considering requests by the membership to serve as an officer and shall be responsible for the following year's proposed slate of officers of the Association, who shall report its recommendations to the membership not less than three weeks prior to the Annual Meeting.
5. The trip committee shall be responsible for the planning of all golf trips offered to the membership of the Association.
6. The finance committee shall be responsible for managing and maintaining the Association's finance. It shall be chaired by the Treasurer and be comprised of at least two additional Board members.

### *Article VII Alterations of By-Laws*

These by-laws shall not be established, amended, altered, or repealed, except by a two-thirds majority vote of a quorum (50% +1) of an Association membership meeting.

### *Article VIII Golf Professional*

The Wintonbury Hills Golf Course golf professional shall be an ex-officio member of the Association and shall be the Rules Chairman.