

# **Pole Creek Ladies' Golf Club**

(Revised May 30, 2018 and replaces Constitution and Bylaws as amended through 5/25/10)

## **ARTICLE I NAME**

The name of this organization shall be the "Pole Creek Ladies' Golf Club" (PCLGC) aka Pole Creek Ladies Golf Association (PCLGA).

## **ARTICLE II PURPOSE**

Section 1. To educate and to promote and to maintain the best interests of the game of golf.

Section 2. To promote good fellowship and sportsmanship among the members of the Club and to encourage the active participation of its members in playing and enjoying golf.

Section 3. To adopt, enforce and interpret the USGA Rules of Golf in all club events.

Section 4. To maintain a uniform system of handicapping as set forth in the USGA Handicap System and issue USGA Handicap Indexes to the members.

Section 5. To provide tournament chairmen to conduct club competitions.

Section 6. To provide a committee of officers to govern, to set rules and to conduct the club championship.

## **ARTICLE III MEMBERSHIP**

Section 1. Eligibility. Any female 18 years of age or over is eligible for active membership upon payment of annual dues. Also see Pole Creek Ladies' Rules, which are not in the bylaws.

Section 2. Responsibility. Members shall be familiar with the Rules of Golf, local rules and conditions of competition. The USGA Handicap System requires that members play regularly with one another and personally post scores in order to be eligible to receive a USGA Handicap Index.

## **ARTICLE IV DUES AND FINANCES**

Section 1. Annual Dues. Annual dues are voted on by the membership at the final luncheon of the year or at a time set by the officers.

Section 2. Membership Dues. Dues must be paid before a member will be activated. All members are inactivated in April and will only be activated upon payment of dues. There is no cut-off date as to when a member may pay their dues but they will not be a member until dues are paid.

Section 3. Membership Year. The membership year shall be based upon the date that dues are paid until April of the next year when dues are again paid.

Section 4. CGA Membership. Club membership dues shall include Colorado Women's Golf Association membership fee (which includes GHIN handicap fee) and payment of dues entitles the member to receive CGA information and membership benefits.

Section 5. Handicap Service. In order to be eligible for prizes related to club play, individual members of the Club shall utilize the handicap service provided through CGA to calculate their USGA Handicap Index.

Section 6. Use of Dues. Membership dues shall be used to pay CGA membership fees, reasonable administration costs, prizes and food for final luncheon. The use of dues is based upon the calendar year. This is an attempt to use all of the dues each calendar year, but if there is money left, it will be carried over to the next year. If there is not enough money to cover the expenses for the year, money will be used from the PCLGC's reserve bank account.

Section 7. Tournament Monies. This would be monies from special tournament including members from other clubs. These monies would be accounted for and reported separately.

Section 8. Prize Money. Prize money won for weekly play will be posted on the website. At various times these monies are paid to the pro shop where winners can use these monies to buy merchandise.

Section 9. Club Championship. Prize money for the club championship is reported separately and can be redeemed for merchandise. The other awards at the end of the year; such as ringer monies, most improved, etc; will be reported at the same time as the club championship and can be redeemed for merchandise at the pro shop.

Section 10. Match Play Monies. Those participating in match play competition will pay a separate fee which will be divided for prizes. Club officers will decide upon fee for match play.

Section 11. Amateur Status. The Club, abiding by all USGA Rules of Amateur Status, shall not pay prize money or its equivalent to club members in match, competition or exhibition. Competitors may receive prizes or prize vouchers of retail value not in excess of \$750 in any one competition or series of competitions. The Club shall also ensure that prize winners do not exchange a prize or prize vouchers for cash.

Section 12. Audit. Prior to the opening luncheon meeting and at all other times as directed by the officers, the Audit Committee shall submit to the officers an audit of the financial records for the calendar year. The treasurer and one of the audit committee shall sign off in the check book and on the financial log that all monies balance.

Section 13. Fiscal Year. The fiscal year shall be the calendar year.

## ARTICLE V OFFICERS

Section 1. Officers. The officers of the Club shall be a President, a Vice President, a Treasurer, Secretary, Tournament Chairman and Assistant Tournament Chairman who are elected each year by the membership at the final luncheon for the following year.

Section 2. Eligibility. To be eligible to serve as an officer, a candidate must be a member of the Pole Creek Ladies' Golf Club.

Section 3. Term of Office. The elected officers shall serve for two years unless otherwise decided by the officers.

Section 4. Vacancy in Office. In the case of a vacancy of President, the Vice President shall serve as President for the remainder of the term. A vacancy in any other office shall be filled by the officers.

Section 5. Duties of Officers. Not in bylaws. Located in Document A.

Section 6. Meetings. The President or any three officers, with at least two days' notice, may call of a meeting of the officers. A quorum for the meeting of officers shall be three officers. The President may include other members in the meeting, if needed.

Section 7. Board of Directors. We do not have a board as our officers' act in this capacity.

## ARTICLE VI NOMINATIONS AND ELECTIONS

Section 1. The President shall organize the nominating committee for officers and chairmen for the following year. The President shall act as chairman.

Section 2. Duties of Nominating Committee. The nominating committee shall submit a list of nominees to be voted on at the final meeting of the golf season.

Section 3. Nominations from the Floor. Nominations may be made from the floor.

Section 4. Elections. Elections will be held at the final meeting of the golf season.

## ARTICLE VII MEETINGS

Section 1. Club Meetings. Club meetings shall be held in May at the Opening Luncheon, Mid-Season Meeting and at the Final Meeting of the golf season. The time and place shall be set by the officers.

Section 2. Special Meetings. The officers or 10 percent of the members of the Club may call a special meeting. Time and place shall be set by the officers.

Section 3. Voting Body. Any member shall be entitled to vote at a Club meeting or via electronic ballot for specific votes of the membership, as determined by the Board. The member must vote in person or vote online depending of the means of voting the Board has determined, and notified the membership of, for that particular vote.

Section 4. Quorum. The quorum for a Club meeting shall be 25 percent of the paid members.

#### ARTICLE VIII COMMITTEES AND CHAIRMEN

Section 1. Committees/Chairmen. The Club will also have various committees with chairmen including but not limited to Rules, Putt Pot, Chip-In Pot, New Member, Luncheon, Handicap, Assistant (1 or 2) Treasurer, Ringer, Historian, Tournament Chairman-in-Training, Match Play, Website, CGA Liaison, Assistant Secretary, Invitational. These are not officers of the Club.

Section 2. Club Championship. The officers shall be the committee for the club championship. The President may include the hostess for the luncheon and the assistant tournament chairmen in the planning for the club championship.

Section 3. Composition. Each chairman and committee member shall volunteer by signing up prior to the last meeting of the golf season but will take office at the beginning of the golf season for the next year.

Section 4. The President may appoint other chairmen as she may deem necessary for the proper operation of the club.

Section 5. Term. The term will be for one year unless chairmen wish to serve for more than one year.

Section 6. Duties of Chairmen. Not in bylaws. Located in Document B.

#### ARTICLE IX PARLIAMENTARY AUTHORITY

The club shall follow "Robert's Rules of Order – Newly Revised" in meetings.

#### ARTICLE X AMENDMENTS

Section 1. Amendment. The bylaws may be amended at any meeting of the Club by a two-thirds vote of all votes cast.

Section 2. Revision. These bylaws may be revised at the annual meeting provided the membership has been given notice prior to the meeting. A two-thirds vote is necessary to revise.

#### ARTICLE XI DISSOLUTION

In the event of dissolution of the Club, all assets shall be earmarked for the Fraser Valley Recreation Association Golf Programs. None of the funds shall be used to the benefit of individual members.