

**SUDDEN VALLEY GOLF CLUB
BY- LAWS**

ARTICLE I

NAME

The name of the organization shall be: "SUDDEN VALLEY GOLF CLUB"

ARTICLE II

PURPOSE

The purpose of the Club shall be:

1. To promote and advance golf at Sudden Valley, and to work toward the improvement, beautification and enhancement of the golf course.
2. To promote, supervise and conduct all golf club matches, tournaments, exhibitions and related social activities for the members of the Club.
3. To promote education of members in golfing etiquette and the rules of golf as adopted from time to time by the U.S. Golf Association and the Pacific Northwest Golf Association.
4. To promote Junior Golf.
5. To review periodically and make appropriate revisions to local rules of golf.
6. To provide for review of the course rating and handicapping of holes periodically, under procedures prescribed by the U.S. Golf Association.
7. To promote the value of membership in the Sudden Valley Golf Club.

ARTICLE III

MEMBERSHIP

1. There will be two primary categories of Golf Club memberships:
 - . Property Owners Memberships
 - . Non-property Owners Callable Memberships
2. (a) Property owners in good standing with the Sudden Valley Community Association (SVCA) may become members of the Golf Club by paying the prevailing initiation fee and appropriate annual membership fee suggested by the Golf Board and approved by the Board of Directors of SVCA, and any other fees required by the Board of Directors of SVCA including but not limited to property owner annual dues and use fees.

- (b) Non-property owners may become members of the Golf Club by paying the prevailing initiation fee and appropriate annual membership dues suggested by the Golf Board and approved by the Board of Directors of SVCA, and any other fees required by the Board of Directors of SVCA. The Non-property Owners Callable Memberships are callable by the Golf Board at such time as the Golf Club has reached maximum membership and has a qualified new property owner applying for membership. Nonproperty Owner Golf Club members who purchase real property in Sudden Valley and qualify for Property Owners membership may transfer their Non-property Owners Callable Membership to a Property Owners Membership.

A callable priority list shall be established and maintained by the Golf Club, with the name and application date of each such member. This callable priority list shall be used in establishing the order in which members are added to the Golf Club and the order that they will be removed from the Golf Club. Callable Memberships will be called in the inverse order in which their applications were received by the Golf Club. The Golf Board will give the Non-property owner member 30 days written notice that the membership is being called. The Non-property membership will not be renewed for the following year. Upon calling such membership at the end of the membership year, the Board of Directors of SVCA will refund, without interest, the portion of the initiation fee, based upon a declining schedule, that is due to the Non-property owner. The Board of Directors of SVCA may deduct from the refund any dues and/or other fees, including interest that may be then due. Non-property owner callable members shall not be entitled to any portion of the initiation fee paid by the new Property Owner member. Refund of initiation fees will not be allowed for voluntary cancellation of Golf Club membership.

Non-property owner members may attend Golf Club Board, General and Annual meetings.

The Board of Directors of SVCA may cancel or limit this membership at any time at their discretion without prejudice to existing members.

- (c) Upon receipt of Initiation fee, a certificate of membership will be issued to each individual member. Family memberships require initiation fees for each adult member and each will be issued a certificate
 - (d) Golf Club members who sell their interest in Sudden Valley real property, may transfer their Property Owners membership to a Non-property Owners Callable Membership. In establishing the priority on the callable priority list of a property owner who subsequently sells their Sudden Valley property, placement on the callable priority list shall date from the time of their most recent continuous membership.
3. There shall be three classes of membership available to property owners and non-property owners: (a) Active, (b) Associate and (c) Junior/Student.
- (a) Active Membership: To maintain an active membership all fees as required by Article III:2: (a) must be paid in full for one of the following categories:

- (1) Single Adult - a person of at least 19 years of age.
- (2) Family of Two - husband and wife (or equivalent status).
- (3) Family - husband and wife (or equivalent status), and children up to and including the age of eighteen who live under the same roof. If enrolled as a full time student, up to and including the age twenty-two. Verification of enrollment must be submitted.
- (4) Senior Limited - people aged 62 years or older. Play is limited to non-holidays and weekday use of the course except Senior Limited members may play in all Golf Club tournaments scheduled on weekends or holidays. All other play on weekends or recognized holidays requires payment of the prevailing daily green fee.

Privileges of Active Membership

- (1) An official U.S.G.A. handicap will be established and maintained.
 - (2) Participation in all Club events, both golfing and social.
 - (3) May attend Golf Club board, general and annual meetings and may vote on all matters coming before a general or annual meeting. There shall only be one vote per certificate.
 - (4) Unlimited number of rounds of golf within constraints of active membership classes and subject to obtaining an available tee time.
 - (5) Preferential block of tee times on weekends and holidays if booked in advance.
 - (6) Use of a locker (subject to availability).
- (b) Associate Membership: To maintain an associate membership all fees as required by Article III:2: (a) must be paid in full. To play golf, an associate member must pay the appropriate green fee.

Privileges of Associate Membership

- (1) An official U.S.G.A. Handicap will be established and maintained.
- (2) Participation in all Club events, both golfing and social.
- (3) May attend Golf Club board, general and annual meetings, and may vote on all matters coming before a general or annual meeting.
- (4) May convert to Active class on paying the fees as required in

Article III: 2: (a).

- (5) Preferential block of tee times on weekends and holidays if booked in advance.
- (6) Use of a locker (subject to availability).
- (c) Junior/Student Membership: A Junior member will be a person 18 years of age and younger, whose parent(s) may not be members, or who may live in another household. A Student member will be anyone through the age of 22 who can supply verification that they are a full time student. Both Junior/Student memberships require that the fees established by the Golf Club and approved by the SVCA Board shall be paid for such membership class. Playing days and times may be restricted by such rules as may be set by the Golf Club and approved by the Golf Club Board.

3. Membership Dues:

- (a) Unless specifically provided for otherwise by the Board of SVCA dues are payable by April 1.
 - (b) Non-payment of annual membership dues:
 - (1) A late payment will result in interest charges not to exceed the maximum allowable by law and will result in suspension of playing privileges until complete payment is made.
 - (2) After July 1, any non-payment of annual fees and/or late payment fees will result in loss of membership with non-reimbursement. Reinstatement will require payment of the then prevailing initiation fee and annual fees.
4. All property owners of Sudden Valley, whether they belong to the Golf Club, will be able to play the golf course by paying the prevailing green fees, subject to the rules and regulations contained herein.

ARTICLE IV

USE OF INITIATION FEES AND ANNUAL MEMBER DUES

- 1. Funds raised through all initiation fees shall be kept in a separate fund by SVCA and shall be used for improvement, beautification and enhancement of the course. Allocation of funds for these purposes shall be determined by the Board of Directors of SVCA, after consultation with the Golf Club Board, Golf Course Superintendent, the head professional, and the General Manager of SVCA.
- 2. The Annual Member fee shall be established annually by the Golf Club Board subject to approval by the SVCA Board. This fee shall be collected and reimbursed by SVCA to the Sudden Valley Golf Club, to go toward the achievement of purposes outlined in Article II.

3. No extra fees shall be assessed on club members for Club Member only tournaments with the exception of extra fees for the cost of food served in conjunction with a tournament, a course beautification fund, or fees raised for charitable contributions.

ARTICLE V

MEETINGS

1. The annual meeting of the Sudden Valley Golf Club shall be held on a weekend in October of each year at a time and place to be specified by the Golf Club Board.
 - (a) Notice thereof shall be mailed (or sent by electronic mail if such address is provided) to each voting member not less than 30 days prior to the meeting and shall include a general proxy ballot.
 - (b) Such notice shall also be posted on the bulletin boards in the men's and ladies locker rooms.
2. At such meeting:
 - (a) The Golf Club Board shall make their annual report.
 - (b) Officers, as outlined in Article VI, will be elected for the ensuing year.
 - (c) Each active and associate member shall have one vote (excluding juniors and students) in person or by proxy.
 - (d) Not less than fifteen percent (15%) of the membership present in person or by proxy shall constitute a quorum for the transaction of business.
 - (e) Voting is by show of voting cards unless a ballot is requested by not less than three members present.
 - (f) Election of officers at each annual meeting is by majority vote of those voting in person or by proxy.
 - (g) A 2/3 majority vote of members present or represented by general proxy must be obtained on all other issues to make them valid.
3. A special meeting may be requested in writing to the President of the Golf Club by twenty (20) members entitled to vote, specifying the purpose. Such a meeting to be held within thirty days of receipt of such request by the President. A notice of the date, time and place shall be posted on the bulletin boards in the men's and ladies locker rooms not less than ten (10) days prior to the meeting.
4. A person familiar with Robert's Rules of Order (Latest Edition) shall be appointed as parliamentarian for each annual (or general) meeting. Such rules of order shall apply if not inconsistent with these by-laws and any special rules of order the Club may adopt.

ARTICLE VI

THE BOARD, EXECUTIVE COMMITTEE AND STANDING COMMITTEES

1. The Golf Club Board shall consist of its officers, plus the Chair of each Standing Committee, the Ladies Club Captain or representative, the Men's Club president or representative.
2. The Board shall conduct the business of the Club and shall carry out the directions of the membership resulting from the Annual Meeting or any properly called Special Meeting.
3. The Board may delegate such day to day duties as may be more practically handled by the Executive Committee. The Executive Committee shall consist of the Officers of the Club, which are: President, Vice-President, Secretary, Treasurer, and the Club Captain.
4. Election of the Officers shall be at the annual meeting. A slate of officers, who have agreed to serve, shall be presented by the Nominating Committee. Candidates may also be nominated from the floor. The term of office is for two years, from one annual meeting to the next. No officer may hold the same office for more than four consecutive years. Officers should serve alternating terms, with President, Treasurer, and Club Captain beginning their terms in odd numbered years, and Vice-President and Secretary to begin in even-numbered years.
5. The Standing Committees shall be the a) Greens Committee, b) Rules Committee, c) Tournament Committee, d) Handicap Committee, e) Membership Committee, f) Social Committee and g) Junior Membership Committee. The Executive Committee shall appoint the Chair of each Standing Committee. Additional Standing or Temporary Committees may be added with approval of the Golf Club Board.
6. The Ladies Club representative shall be appointed by the Ladies Club.
7. The Head Golf Professional; and the Golf Course Superintendent; the immediate past President of the Golf Club; and the President of the SVCA (or a delegate from the SVCA Board, chosen by the SVCA President) shall be ex-officio, non-voting members of the Golf Club Board.
8. The nominating committee shall be chaired by the immediate past president and consist of two other active members selected by the committee chair.
9. The Men's Club representative shall be appointed by the Men's Club.

ARTICLE VII

DUTIES OF OFFICERS

1. President
 - Shall preside at the annual meeting, special membership meetings and all meetings of the Golf Club Board.

-Shall organize and coordinate the Board's reports to the membership at the annual meeting.

-Shall cooperate with the SVCA Board.

-Shall be an ex-officio member of all committees except the Nominating and Election Committee.

2. Vice-President

-Shall act for the President in his absence, and perform other functions delegated by the President.

3. Secretary

-Shall take minutes and keep records of all meetings of the Sudden Valley Golf Club.

-Shall conduct correspondence of the Club as directed, and retain copies of all correspondence.

-Shall notify eligible participants of all meetings dates, times and locations.

4. Treasurer

-Shall keep an accurate record of all receipts and expenditures.

-Shall, with the President, Vice-President, or Secretary, sign all checks and other appropriate financial documents of the Golf Club, and shall keep and maintain all financial records and finances of the Club.

-Deposit all funds in a savings/checking bank account opened in the name of the Sudden Valley Golf Club. The sum of \$25.00 shall be kept for petty cash.

-Submit a statement of club financial affairs at the annual meeting and at any time requested by the Executive Committee.

-Books of the Club shall be open for inspection by any member in good standing by appointment only.

5. Club Captain

-The Club Captain will chair the Tournament Committee, and shall plan and supervise all Club organized tournaments, except those specifically governed by either the Men's Club or the Ladies Club.

ARTICLE VIII

DUTIES OF THE CHAIRS OF STANDING COMMITTEES

1. Greens Committee Chair
 - Shall report on course conditions and shall recommend projects to the Golf Club Board.
2. Rules Committee Chair
 - Shall answer all questions on rules and make decisions regarding rules of play in all Club organized events based on the rules of golf as approved by the U.S. Golf Association.
3. Handicap Committee Chair
 - Shall ensure that all rounds played by active members are posted using the equitable stroke control system.
 - Shall ensure that all active members are on the list for handicaps.
 - Shall review with the head professional any complaints regarding the computerized handicap system.
4. Membership Committee Chair
 - Shall issue certificates and maintain records of the membership; and shall in conjunction with the Head Golf Professional, maintain an up-to-date roster of all members, by classes and categories and post on the locker room bulletin boards quarterly an up-dated roster including identification of members of the Golf Club Board by title.
5. Ladies Club Representative
 - Act as liaison between the Sudden Valley Ladies Club and the Golf Club Board.
6. Junior Membership Committee Chair
 - Shall plan and supervise all matches and tournaments for junior members, in conjunction with the Head Golf Professional and/or his Assistant.
7. Social Committee Chair
 - Shall organize social affairs associated with tournament and other club functions.
8. Men's Club representative
 - Act as liaison between the Sudden Valley Men's Club and the Golf Club Board.

ARTICLE IX

AMENDMENTS

1.
 - (a) Recommendations by any voting member of the Golf Club for amendment to these bylaws must be submitted in writing to the Golf Club Board at least 40 days prior to an annual meeting.
 - (b) Such recommendations shall be collated and sent to each voting member at least 30 days prior to the annual meeting and will be voted on at the annual meeting as specified in Article V Section 2 (g).
 - (c) Such recommendations shall be collated and sent to each voting member at least 30 days prior to the annual meeting and will be voted on at the annual meeting as specified in Article V Section 2 (g).
3. Having once approved the initial By-Laws, any future amendments must receive the approval of the Board of Directors of SVCA prior to their taking effect.

These By-Laws were voted upon and adopted at a General Meeting of the Sudden Valley Golf Club,

Amended - October 1982

Amended - October 1984

Amended - October 1986

Amended - October 1989

Amended - October 1990

Amended - October 1993

Amended - October 1994

Amended - October 1995

Amended - October 1997

Amended - October 2004 (Changes to allow voting by non-property owner members)

Amended – October 2006 (Terms of office; men's club representation)

Amended – October 2007 (Club Captain is an officer)

Amended - October 2014 (electronic notification allowed)

Amended - October 2015 (associates can vote; senior limited open to non property owners)