

Cedarcrest Women's Golf Club By-Laws

Article I-Name

- This organization shall be the Cedarcrest Women's Golf Club.

Article II –Purpose

- This club promotes the sport of golf for all women and fosters sociability and friendship among its members.

Article III- Membership

- Full members pay the club's dues plus GHIN fees and maintain a handicap via our club to become a member of Cedarcrest Women's Golf Club.
- Associate members pay the club's dues and have a "home club" other than Cedarcrest where they pay their GHIN fees and maintain their handicap.
- Social members are former members who are no longer actively golfing. They will receive a club booklet and email updates of club activities and be welcome at all meetings/parties throughout the year

Article IV- Dues

- Annual dues are determined by a majority of active members present at the general fall meeting.
- Dues are payable by February 1st.
- New members joining prior to August 1st pay full annual dues.
- New members joining after August 1st pay ½ membership dues plus the GHIN fee if there is no current handicap.
- A member whose dues are not paid may not compete in weekly Competitions or Tournaments.

Article V- Elective officers and Duties

- The Board of Directors consists of the Captain, Assistant captain, Secretary, and Treasurer.
- Committee Chairs have voting rights at Board meetings if present.
- Quorum must be present for an official meeting. (3 of 4 officers)
- Any member who has been active with the club at least one full year is eligible to hold office.
- Elected positions are for 1 year, and may be held no more than 3 consecutive years unless in extreme situations and by a unanimous vote to extend a year.

Captain

- Directs all activities of the club
- Appoints a nominating committee of three members in time for the Committee to meet and post a slate of candidates two weeks prior to the general fall meeting.
- Works with the assistant captain to establish dates for the Club Championship and Captain's Cup tournaments.
- Appoints committee chairs

Assistant Captain

- Acts as assistant to the Captain, assuming her duties when she is absent.
- Plans with the Captain dates and format of Club Championship and Captain's Cup tournaments.

The Captain and Assistant Captain along with a jointly selected non-board member (a committee of 3) are responsible for the Captain's Cup and Club Championship tournaments, including keeping records and arranging the awarding of prizes.

Secretary

- Keeps accurate and permanent record of meetings.
- Handles all correspondence and sees that copies are preserved.

Treasurer

- Receives all moneys of the club and deposits same in the name of the club.
- Keeps a financial record and renders a report when required.
- Notifies Captain, Handicap Chair, Social Chair and handbook compiler of new club members.
- Keeps a club roster with addresses and phone numbers.
- Pays all association dues.
- Works with Handicap Chair to delete names on roster of those who have not paid their dues by dates specified by the GHIN system.

Article-VI-Committee Chairs and Duties, State and County Trustees Duties (The chairs appoint assistants if desired.)

Team Captain

- Arranges for team members to participate in team matches.
- Attends County Association meetings.
- Maintains participation roster for all team competitions.
- Reports and posts the results of matches to the club.
- Divides any winnings at the end of the year among those who participated in team events.

Handicap Chair

- Keeps handicap information updated.
- Posts updated GHIN handicaps if not done so by Pro.
- Works with the treasurer to delete names on roster of those who have not paid dues by dates specified by GHIN system.
- Completes WSGA Handicapping seminar to keep club in compliance with the USGA Handicap System
- Inputs new member's information to obtain a GHIN number and educate new member about establishing a handicap and posting scores.
- Adjust scores members may have posted in error.
- Works with committee members to audit scores posted

Competition Chair

- Forms a committee to help with the running and scoring of regular competitions and take over the daily tasks when she is not available.
- Must have computer skills and knowledge of Golf Genius Tournament Program.
- Prepares a program of play for Tuesday, Fridays and Saturdays, coordinating with the Tournament Committee on club tournaments.
- Keeps a record of winners and amounts paid.

Rules Chair

- Keeps members informed of any rule changes and helps members to understand The Rules of Golf.

Social /Communications Chair

- Contacts all members who do not have e-mail regarding upcoming meetings or events.

- Sends cards to members as appropriate.

BEC Chair (Birdies, Eclectics, Chip-Ins)

- Provides BEC boards on which members record Birdies, ECCIs and Chip-ins made during competitions.
- Determines payouts at the end of the year.

State Trustee

- Attends Washington State Women's Public Links Association (WSWPLA) meetings, reporting back to club pertinent information.
- Posts State Tournament information and alerts members as to entry deadlines.
- Collects monies for those playing in tournaments and sends registration to State Tournament Director by entry deadline.
- Appoints an assistant to attend meetings and collect for tournaments in her absence.

County Trustee

- Attends all Snohomish County Women's Golf Association (SCWGA) meetings, reporting back to the club pertinent information.
- Posts County tournament information and alerts members to entry deadlines.
- Collects monies for those playing in tournaments and sends registration to County Tournament Director by entry deadline.
- Appoints an assistant to attend meetings and collect for tournaments in her absence.

Article VII –Meetings

- A general fall meeting and a spring meeting shall be held. The dates of these shall be at the discretion of the Captain and Assist. Captain. Other meetings may be called as needed.
- Email voting may be acceptable if an issue requiring a membership vote becomes necessary between meetings. The results of such a vote shall be recorded in the next physical meeting minutes.

Article VIII – Amendments

These by-laws may be altered, amended, repealed, or new by-laws adopted by a two-thirds vote of the members present; provided the proposed changes have been posted two weeks prior to balloting.

Revised and adapted October-20, 2018