

Waterlefe Men's Golf Association Constitution and By-Laws Revised 5/4/2016

I. NAME

The name of this non-profit organization shall be Waterlefe Men's Golf Association, or WMGA. The WMGA will have a fiscal year that begins on May 1st of each year and ends on April 30th of the following year. The WMGA was founded on April 20, 2011.

II. PURPOSE

- i. The main purpose of the WMGA is to promote fellowship and increase the participation among the male passport-holders of The Waterlefe Golf Club through golf and related social and/or charitable activities. Fellowship will be promoted through golf events or such other events as approved by the WMGA Board of Directors. These events shall be in addition to and planned around the normally scheduled Waterlefe Golf Club events.
- ii. The WMGA will also communicate with the male passport holders regarding golfing issues and/or suggestions that are raised by the membership.

III. MEMBERSHIP

- i. Any male passport-holder of The Waterlefe Golf Club over the age of 18 and in good standing with The Waterlefe Golf Club is automatically a member of the WMGA.
- ii. All membership years will end on the last day of the WMGA's fiscal year, April 30th.

IV. DUES

- i. The WMGA Board of Directors shall determine the annual dues of its membership, if any are needed.
- ii. All dues, if approved by the Board of Directors, are due and payable on May 1st but no later than June 30th of that year.

V. OFFICERS

- i. The Officers of the WMGA shall be the President, Vice President, and a Secretary/Treasurer and at least four other Directors at Large.
- ii. The Nominating Committee (as noted in # 9 Standing Committees) shall prepare the slate of candidates and present them at the WMGA Annual Meeting. Nominations from the Committee shall not prevent nominations from the floor at the Annual Meeting.

Waterlefe Men's Golf Association Constitution and By-Laws Revised 5/4/2016

VI. DUTIES OF OFFICERS

- i. The nominated Officers and Directors shall serve on the Board of Directors after being approved at the WMGA Annual Meeting.
- ii. The Board shall meet every two months or at the discretion of the President or as called for by a majority of the Board. All meetings are open to all WMGA members. Robert's Rules of Order shall prevail except that regardless of the number of Directors, a quorum shall be four Directors.
- iii. The President shall preside at all meetings of the WMGA and the Board of Directors. His duties shall include assisting all committees acting as a member ex-officio. In general the President shall oversee the affairs of the organization.
- iv. The Vice President shall perform the duties of the President in his absence. With the President he shall serve as a member ex-officio on all committees. He shall also arbitrate WMGA issues raised by the membership and chair the Issues & Suggestions Committee (See # 9 Standing Committees).
- v. The Secretary/Treasurer shall maintain all records, papers, and correspondence of the WMGA. He shall record the minutes for all Board of Directors Meetings and general membership meetings. He shall post a notice/agenda of ALL meetings on the community bulletin board no less than one week prior to said meeting. The Secretary will also maintain an alphabetical list and electronic file of all member's names and their e-mail addresses. These lists will be coordinated with the information maintained in the Waterlefe Pro Shop.
- vi. The Treasurer shall collect funds (when and if annual dues are assessed) and disburse funds in accordance with established procedures. He shall keep a record of transactions in accordance with general accounting practices. He shall establish a checking account for WGMA funds, if needed. Any of the three officers are authorized to sign checks from the WMGA's checking account. Two signatures are required on all checks.

VII. TERMS OF OFFICE

- i. All Officers and Directors will serve a term of one year.
- ii. There are no term limits but it is the intention that new Board members will be rotated into service periodically to replace Board members who have served multiple terms.

Waterlefe Men's Golf Association Constitution and By-Laws Revised 5/4/2016

VIII. BOARD OF DIRECTORS

- i. The elected Officers and Directors shall serve on the Board of Directors and manage the affairs of the WMGA.
- ii. The Board shall review and approve the annual budget (if applicable) as submitted by the Treasurer, shall establish operational procedures for the WMGA, approve the disbursement of WMGA funds (if any), and create committees as needed to assist in the management of WMGA.
- iii. The Board may not impose any special assessment on the Waterlefe passport-holders.
- iv. The Board shall have the power to appoint and/or fill any WMGA vacancy that may occur during an Officer's, Directors, Committee Chairpersons, or Committee Members remaining term of office or appointment.
- v. The Board will approve the creation of all Committees and Committee members.

IX. STANDING COMMITTEES

Following are the standing committees that will support the WMGA Board:

- i. Nominating Committee – to be appointed by the President. This committee will have at least two members whose function is to present a slate of officers for consideration by the membership at the Annual Meeting in April of each year.
- ii. Tournament Committee – to be chaired by the President and include the other Officers and Directors of the WMGA along with, if necessary, volunteers from the general membership. This committee's function is to establish formats and prizes for WMGA golfing events. The committee will publish a schedule of golf events no later than September 1 of each year.
- iii. Rules and Handicap Committee – an Officer or Director or a member of the WMGA will be nominated by the Board of Directors to coordinate a relationship with the Pro Shop's existing responsibility regarding rules and handicap compliance.
- iv. Issues & Suggestions Committee – to be chaired by the Vice-President to hear and then address any and all issues, suggestions, complaints or objections submitted by WMGA members. Every effort will be made to gage the magnitude of the issue, address it, then communicate a response back to all WMGA members.

Waterlefe Men's Golf Association Constitution and By-Laws Revised 5/4/2016

X. VACANCIES

The office of President, should it become vacant during the term, shall be filled by the Vice President. All other vacancies shall be filled, for the balance of the vacating Officer's or Director's term, with the approval of the Board.

XI. MEMBERSHIP ENTITLEMENTS

Membership in WMGA entitles male passport-holders to participate in any and all WMGA sponsored events.

XII. AMENDMENTS

The Constitution and By-Laws of the WMGA may be changed by majority vote of the Board of Directors. However, any WMGA member may propose changes to the Constitution and By Laws. Such proposal shall be submitted in writing, along with the signature of five (5) other WMGA members endorsing the proposal. The Board will communicate the amendment to the membership. The membership will vote on such proposal at the next scheduled WMGA meeting.

XIII. GOLF RULES & HANDICAP

The WMGA recognizes the USGA as the governing authority concerning the rules of golf. We also support the USGA Handicap System. Other than special tournaments such as scrambles, odd tee configurations and other formats not sanctioned by the USGA, the USGA Rules of Handicap System will be followed. Any member maintaining his handicap at more than one club will advise the Board of the lower handicap when he is registered to play in a WMGA event.