

# TACOMA WOMEN'S GOLF ASSOCIATION BY-LAWS (Revised 3/2017)

## ARTICLE I – NAME

The name of the organization shall be TACOMA WOMEN'S GOLF ASSOCIATION (TWGA).

## ARTICLE II – OBJECTIVES

The objectives of the Association shall be:

1. To promote, generally, the interest of golf among women, keener knowledge of the Rules of Golf, the etiquette of the game and good sportsmanship.
2. To conduct an annual women's amateur championship and such other competitions as deemed advisable by the Board.

## ARTICLE III – MEMBER CLUBS

1. Golf clubs which have organized women's divisions may be admitted. Member clubs must be willing to extend the privileges of their clubs and courses to the Association in turn with other member clubs.
  - a) Upon election to membership in the Association, a club shall be entitled to representation on the Board.
  - b) Nine-hole courses shall, in turn, officially assist in the championship tournament and any other scheduled sweeps, as needed, at an 18-hole course in their proximity.

## ARTICLE IV – INDIVIDUAL MEMBERS

1. Individual membership in the Association shall be open to all women of at least eighteen (18) years of age who are in good standing of member clubs and are active in the GHIN system.
2. Eligibility of members to compete in Association competitions shall be dependent upon meeting handicap requirements set by the Board.
  - a) Members who do not meet handicap requirements shall be termed "associate members". Such members shall be eligible to hold office or become committee chairpersons.
  - b) For purposes of the team award, a member belonging to more than one (1) club must declare at the beginning of the playing season which club she shall represent; thereafter, during the season she may not transfer such affiliation without Board approval.
3. Honorary Members. Upon receipt of a recommendation from any TWGA member(s), a committee comprised of the elected officers – president, vice-president, secretary, treasurer and one member elected from the club representatives, shall consider the person named for honorary membership. Honorary membership may be conferred for a long (25 years) membership and participation in TWGA, great dedication to the advancement and promotion of Women's Golf. An honorary membership shall include payment for the honoree's TWGA dues.

## ARTICLE V – DUES AND FEES

1. Individual members shall pay such annual dues as may be decided by the Board.

2. Tournament entry fees for all competitions shall be determined by the Board.
3. Anyone joining after the championship of each year may join for 50% of the annual dues.

## ARTICLE VI – MANAGEMENT OF THE ASSOCIATION

1. The management of the Association shall be vested in the Board which shall be comprised of the following:
  - a) Officers
  - b) Chairpersons of standing committees
  - c) Representatives of each member club
2. There shall be an Executive Committee which shall oversee the day to day management of the Association. It shall be comprised of the persons enumerated in Article VII.
3. The President shall appoint committee chairpersons and approve any assistant chairpersons.
4. An Assistant Tournament Chairperson may be appointed by the Tournament Chairperson with the approval of the President.

## ARTICLE VII – OFFICERS

1. Elected officers shall be the President, Vice-President, Secretary, Treasurer, and the Nominating Committee Chairperson.
2. Officers shall be elected for two year terms.
3. The President and Vice President shall be elected in even years and the Secretary, Nominating Chair and Treasurer in odd years.
4. These officers, the Past President and the chairs of the committees listed in Article X shall constitute the Executive Committee.

## ARTICLE VIII – DUTIES OF OFFICERS

1. President shall:
  - a) Preside at all meetings.
  - b) Be a member ex-officio of all standing and special committees, excluding the Nominating Committee.
  - c) Appoint an auditor for an annual audit of the Association books.
  - d) Present them for audit as soon as they can be closed following the fall meeting.
  - e) Appoint a historian who will maintain and preserve historical records of TWGA; collect new information including (but not limited to) photographs and publications.
2. Vice President shall:
  - a) Assume the duties of the President in her absence.
  - b) Assist the President when called upon.
  - c) Serve as the Awards Chairperson.
  - d) Act as a liaison with each member club.
3. Secretary shall:
  - a) Keep a complete record of the business of the Association.
  - b) Have charge of all correspondence.
  - c) Give out notices as prescribed herein.
4. Treasurer shall:
  - a) Collect all moneys.
  - b) Disburse moneys under the direction of the Board.
  - c) Keep a record of memberships.

- d) Keep an accurate accounting of Association funds.
- e) Report on the state of finances as requested by the Board.

#### ARTICLE IX – COMMITTEES

1. Standing committees shall be: Tournament, Rules, Social/Sunshine and Historian.
2. Special committees may be appointed by the President, with the exception of the Nominating Committee.

#### ARTICLE X – DUTIES OF COMMITTEES

1. The duties of committees shall be as generally outlined below and in their Job Descriptions, together with such other specific duties as the President or the Board may require.
2. The Tournament Committee shall:
  - a) Supervise all competitions.
  - b) Prepare the schedule of tournament events to be presented for Board approval at the first meeting of the year.
  - c) Prepare a list of members eligible for the championship and post on the web page.
3. The Rules Committee shall:
  - a) Decide on local rules governing TWGA competitions, ~~rule on disputed points according to the Rules of Golf, post on the web page and make available to members.~~
  - b) Rule on disputed points according to the Rules of Golf.
  - ~~b)c)~~ Appoint qualified referees when needed.
4. The Vice-President, as Awards Chairperson, shall purchase all awards, subject to approval by the Board.
5. The Social/Sunshine Committee shall be in charge of all social activities of the Association shall acknowledge special occasions and events of the members.
6. The Historian shall maintain and preserve historical records of TWGA, collect new information, including but not limited to, photographs and publications which will be displayed at the annual meeting. Digital pictures and documents shall be placed on the TWGA computer which will be used as a depository.

#### ARTICLE XI – CLUB REPRESENTATIVES

1. Each club shall be entitled to one representative and an alternate.
2. Representatives shall assume their duties at the first Board meeting of the year.
3. Each club shall have one (1) vote.

#### ARTICLE XII – BOARD MEETINGS

1. The President shall call a meeting of the Board before the season begins to formulate plans for the season.
2. Meetings shall be called by the ~~Board~~-President as needed but at least ~~two~~ times-once each year.

#### ARTICLE XIII – ANNUAL MEETING

1. There shall be a meeting of the membership following the final sweeps on a date to be decided by the President.
2. Annual reports shall be given by officers and committee chairpersons.

3. Awards shall be presented.
4. New officers shall be elected and installed.

#### ARTICLE XIV – NOMINATIONS

1. The Nominating Committee shall consist of four (4) members, three (3) of which shall constitute a quorum.
2. The Nominating Committee Chairperson shall present to the Board, a slate consisting of at least one (1) candidate for each office and the Nominating Committee Chairperson prior to the appropriate annual meeting.
3. Additional nominations may be made from the floor.

#### ARTICLE XV – ELECTIONS

Should there be nominations from the floor resulting in a contested election; each contested office shall be voted upon individually by a secret ballot of the members present.

#### ARTICLE XVI – QUORUM

1. A quorum of the Board shall consist of ten (10) members.
2. Club Representatives may be represented by proxy.

#### ARTICLE XVII – AMENDMENTS AND/OR REVISIONS

1. The By-Laws shall be reviewed annually by the Executive ~~Board~~Committee. If revisions are necessary, recommendations will be brought to the Board for a vote.
2. Amendments to, or revisions of these By-Laws may be made at any regular or special meeting of the Board provided that each member has received a copy of such proposed amendments and/or revisions. Any proposed amendments and/or revisions brought forward in a Board meeting, can be voted upon at the next regularly scheduled Board meeting.
3. Approval of amendments and/or revisions must be by a two-thirds vote of the Board.
4. Robert's Rules of Order Revised Edition shall be the authority upon which Association procedures shall be based.

#### ARTICLE XVIII – DISSOLUTION

In the event of the dissolution of this Association, after all debts have been paid, the remaining moneys shall be given to a charitable organization created for non-profit purposes and qualified as a such under Section 501(c)(3) of the Internal Revenue Code.

Revised January 1996, January 2000, February 2003, March 2006, January 2007, April 2009, March 2010, September 2011, April 2014, April 2015, April 2016, March 2017