

Official ByLaws
The Views Nine Hole Women's Golf Club (TVNHWGC)

ARTICLE I – NAME

Name: The name of this organization shall be The Views Nine Hole Women's Golf Club (TVNHWGC), a non-profit organization.

ARTICLE II – OBJECT

Object: The object of the Club shall be to encourage organized golf for the women of Sun City Oro Valley and to promote fellowship among its members.

ARTICLE III – AUTHORITY AND LIMITATIONS

The Club will operate as an instrumentality of Sun City Oro Valley, hereinafter referred to as SCOV in compliance with its bylaws and regulations, but will not conduct business or obligate funds in the name of SCOV.

ARTICLE IV – MEMBERSHIP

Section 1 – Membership shall be open to any woman who has paid the applicable dues to the Nine Hole League. No eligible woman shall be denied membership because of race, color, religion, or national origin. Membership shall be in two categories:

1. Full Membership – Open to any woman actively playing golf who has paid the applicable fees
2. Social Membership – Open to any non-playing/former TVNHWGC member who has paid the applicable fee.

Section 2 – Annual dues shall be proposed by the Club officers and/or Club members. All initial dues or changes to the amount, and payable or delinquent dates must be approved by a majority vote of those present and voting at a regular or special Club meeting.

Section 3 – Any full member shall be entitled to vote at any regular or special meeting of the Club, and to participate in all Club events upon compliance with all regulations. Full members must have played at least five (5) times during the current league season to be able to hold an elected office in the next league year. Social members may not vote, hold office, or be appointed to any Standing Committee. Club business shall be decided by a majority vote of those present and voting.

ARTICLE V – OFFICERS

Section 1 – The Officers of the Club shall consist of the following: President, Vice-President, Secretary, Treasurer, Membership, and AWGA State Representative.

Section 2 – Term of Office: All elected officers and committee chairmen shall hold office for a term of one (1) year and may be elected to the same office for not more than two (2) consecutive terms. No member shall hold more than one (1) office at a time.

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ARTICLE VI – NOMINATIONS AND ELECTIONS

Section 1 – Prior to the March meeting, for the purposes of election of officers, the Board shall appoint a Nominating Committee Chairman. Three members shall be elected by and from the membership to serve on this committee.

Section 2 – The slate of officers proposed by the committee shall be posted, at least two (2) weeks prior to the election meeting.

Section 3 – Elections shall take place in the general meeting held in April.

Section 4 – Nominations may be made from the floor with the consent of the nominee.

Section 5 – A majority of those members, present and voting, shall elect. In the case of multiple candidates for a given office, the vote shall be by written ballot.

ARTICLE VII – GOVERNING BODY

Section 1 – The governing body of the club is the Board of Directors, hereinafter referred to as the "Board", which consists of the following elected officers – President, Vice-President, Secretary, Treasurer, Membership, AWGA State Representative, and appointed Standing Committee Chairpersons.

Section 2 – It shall be the duty of the Board to conduct, manage, and control the affairs and business of the Club between meetings of the regular membership.

Section 3 – Meetings:

- A. The Board shall meet monthly, if necessary.
- B. There shall be a joint meeting of the outgoing and incoming Boards held prior to the May meeting.

Section 4 – Quorum: Three (3) elected members of the Board shall constitute a quorum.

Section 5 – The Board shall appoint vacancies occurring in any office, other than the Presidency. Should the President resign, the Vice-President will automatically assume that office.

Section 6 – All Board members, upon retiring from office, shall prepare a written report and deliver all records, procedure books, and other property belonging to the Club to their successor.

ARTICLE VIII – DUTIES OF OFFICERS

Section 1 – President: Shall be the Chief Administrator of the Club and shall preside over all meetings; shall be ex-officio a member of all committees, except the Nominating Committee; shall appoint, with Board approval, the Chairman of Committees, and at the direction of Board

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or membership, shall appoint special committees; and shall appoint a committee of three (3) to audit the outgoing Treasurer's books. In addition, the President shall schedule facilities usage with the Activities Director, negotiate for the Club contracts, such as equipment and instruction, and sign for all contracts. At the end of term, outgoing President shall continue in an advisory capacity for the new Board.

Section 2 – Vice-President: Shall assist the President and shall, in her absence, perform the duties of that office.

Section 3 – Secretary: Shall record the minutes of regular and special meetings of the Board and membership and, in the absence of the Treasurer, shall read that report; shall be responsible for all correspondence to Club members.

Section 4 – Treasurer: Is the Chief Financial Officer and shall be responsible for collecting the annual dues of the members and other monies, if required; shall pay all bills owed by the Club; shall present a financial report at each meeting of the Board and membership.

Section 5 – Membership Chairman: Prepares and maintains membership application and roster. Meets with the new member and provides them a Nine Hole Handbook. Prepares sheets for attendance at membership meetings.

Section 6 – AWGA State Representative: Shall act as liaison between the Arizona Women's Golf Association (AWGA) and TVNHWGC. Conducts the AWGA State Medallion Tournament for our Club. Keeps the local membership list current with the AWGA data base. Attends the AWGA annual meeting for AWGA State Representatives.

ARTICLE IX – COMMITTEES

Section 1 – The Standing Committees are: Chip In Chairman, Historian Chairman, Play of the Day Chairman, Ringer Chart and Birdies Chairman, Rules Chairman, Social Chairman, Sunshine Chairman, Tournament Chairman, Golf Advisory Chairman and Alternate, Handicap Chairman, and Raffle Chairman. Each Chairman shall be appointed by the President, with Board approval.

Section 2 – Unless otherwise provided for in these ByLaws, members of each committee shall be appointed by the Committee Chairman.

Section 3 – Each committee shall maintain an up-to-date procedure book, which shall describe the duties of the Chairman and the committee.

ARTICLE X – FINANCE

Section 1 – An annual audit of the Treasurer's books shall be made by a committee of three (3) members appointed by the President. The audit shall be made by the end of July and shall be reported to the membership at the next regular meeting.

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Section 2 – Budget:

- A. The Board shall prepare a budget to be approved by the membership.
- B. The budget may be revised as needed during the year with the approval of the Board and membership.
- C. No single unbudgeted expenditure in excess of \$1,000.00 shall be made without the approval of the membership.

Section 4 – The Treasurer, President, and Vice-President shall be authorized to sign checks.

Section 5 – No member of the Club shall receive compensation for services rendered.

ARTICLE XI – MEETINGS

Section 1 – Board and Membership meetings shall be held during league season.

Section 2 – The Election meeting shall be held in April.

Section 3 – Special Board/General meetings may be called at any time by the President or by any two (2) members of the Board, provided notice of such meeting has been given to all members at least five (5) days prior to the day of such meeting

ARTICLE XII – PARLIAMENTARY AUTHORITY

Roberts Rules of Order shall be the authority on all questions of parliamentary law unless in conflict these ByLaws, SCOV, or with the laws of the state of Arizona.

ARTICLE XII – AMENDMENTS

Section 1 – These ByLaws may be amended by a two-thirds (2/3) vote of the members present and voting, at a regular or annual meeting of the Club provided written notice of each proposed amendment, or proposed by ByLaws, have been posted two (2) weeks prior to the meeting.

ARTICLE XIV – DISSOLUTION

In the event of dissolution of this Club, all assets will be donated to SCOV. Dissolution is mandatory when membership drops below the required level, ie 20 members.

Dissolution will not be initiated until all outstanding debts are satisfied. The President may direct the use of any and all assets to satisfy outstanding debts, provided the majority of the Club membership has voted for the President to do so.

All members must be advised that they are liable for any debts incurred by the Club and must satisfy them in full prior to the Club's dissolution.

If dissolution is contemplated, the membership must be notified.

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Adopted by Membership: (Date) 1-3-19

Signatures

Pattie Horning
Club President

Linda Miller
Club Vice President

Jan Schrentz
Club Secretary

Pam LaBrie
Club Treasurer

AS
Club AWGA Rep

Barbara Armes
Club Membership
Kelann Conway