

PIKES PEAK WOMEN GOLFERS

BYLAWS

Approved January 21, 2014

ARTICLE I - NAME

This Association shall be called "**Pikes Peak Women Golfers**" and herein referred to as the Association or as abbreviated "PPWG"

ARTICLE II -OBJECTIVE

To promote golf for women and provide an environment which is conducive to improving and enjoying the game and to promote the general welfare of the Membership.

ARTICLE III - BENEFITS

The PPWG is a non-profit Association and there shall not be gain or profit to the members thereof by virtue of their Membership in the Association. Any and all assets which PPWG acquires shall be used solely for advancing the purpose and interests of the PPWG. The PPWG shall be a member of the Colorado Women's Golf Association.

ARTICLE IV - MEMBERSHIP

- I. Membership in the PPWG shall be open to adult female golfers.
- II. An application for Membership shall be submitted to the Membership Officers. Upon payment of fees, her name will be added to the Membership roster.
- III. The responsibilities of the Membership of PPWG shall be to play, to attend meetings, to vote, to serve on committees to which they are appointed, to obey rules and regulations of the PPWG, and to pay dues and assessments promptly.
- IV. The Board may call special Membership meetings at any time.
- V. Voting members consist of all currently paid members.
- VI. A quorum shall consist of 20% of the general Membership present and voting.
- VII. An application for reinstatement of any member who has been dropped shall follow the same procedure as outlined in I, II, & IX of Article V unless said member was terminated by the Board.
- VIII. Annual dues for Membership shall be determined by the Board and published each year. An 18-hole GHIN Card shall be required for handicap members. (See PPWG Policies) Dues will be payable by the Kick-off meeting. If a member does not pay her dues by June 1, she will be automatically dropped from the Membership roll without notice.
- IX. Membership limits and qualifications may be set if future circumstances dictate.

- X. Any member of the PPWG may be expelled from the Association by the Board of Directors for failure to conduct themselves in a proper and orderly manner on the premises of any golf course or for other due causes.

ARTICLE V - OFFICERS

Officers of the PPWG are: President, Vice President, Secretary, Treasurer, and Membership.

ARTICLE VI - OFFICERS DUTIES

- I. The President shall be the executive officer of the PPWG and the Board of Directors, and shall perform such other duties as usually pertaining to the office of the President.
- II. The Vice President, in the absence of the President, shall preside at all meetings of the PPWG and the Board of Directors. The Vice President shall also perform such other duties as usually pertaining to that office or may be assigned by the President.
- III. The Secretary shall provide written meeting minutes of the PPWG Membership and the Board of Directors meetings. The Secretary shall provide copies of meeting minutes. The Secretary shall post the meeting minutes on the internal web site. The secretary shall keep the PPWG Policies up to date on an annual basis as approved by the Board.
- IV. The Treasurer shall receive from the Membership Officers all monies paid to the Association and shall deposit same in the official depository. The accounts and Books shall, at all times, be open to inspection by the President, the Board of Directors, and any authorized auditor. The Treasurer shall make reports at such times as the President or the Board of Directors requires.
- V. Membership shall consist of two elected members. This office shall collect all monies due the PPWG and promptly turn the same over to the Treasurer. The Membership Officers shall keep records of all Membership information. The Membership Officers shall provide Membership counts to the Board. Membership will also provide the Handicap Committee with current Membership status. This office shall be a 2 year term with election of ONE new member each year.

ARTICLE VII - BOARD OF DIRECTORS

- I. The Board of Directors shall consist of the elected Officers and standing Committee Members as required and herein referred to as the Board or Board of Directors.

- II. The Board of Directors shall meet regularly or at the direction of the President or at the request of four (4) or more Board Members.
- III. The Board is responsible for the management of PPWG. It shall set dues, assessments, policies, activities, and discipline members. The Board shall report its actions to the general Membership.
- IV. For voting purposes, each officer and one representative from each committee shall have one vote.
- V. Any Board Member may be removed from the Board with cause, by a majority vote of the Board of Directors.
- VI. In the event any Board member fails to attend Board meetings of the PPWG for a period of three (3) consecutive meetings, it shall be the responsibility of that Board member to contact the President or Vice President and state the reason for failing to attend such meetings. The Board has the power, by a majority vote, to accept or reject the excuse. If the excuse is rejected, the position held by that Board member shall be declared vacated. The Board shall fill the vacancy pursuant to these bylaws.
- VII. If the President is unable to fulfill her term, the Vice President shall succeed to the Presidency for the remainder of the term. If the Vice President is unable to fulfill this obligation, the filling of this position shall be in accordance with other Board vacancies as in section VIII of this article.
- VIII. If a Board position becomes vacant, the Board shall appoint and ratify a replacement to complete the term of the vacancy.
- IX. One third of the members of the Board of Directors shall constitute a quorum for the transaction of business.
- X. The rules contained in the current edition of "Roberts Rules of Order Newly Revised" shall govern the proceedings of the Board of Directors or Membership meetings in all cases to which it is applicable and in which it is not inconsistent with these bylaws

ARTICLE VIII - NOMINATION and ELECTIONS

- I. No election shall be held except at a regular Membership meeting of this Association.
- II. The election of Officers shall be by ballot held at the year end election. The new officer's terms shall commence November 1, or the Board meeting following the Thursday after the election.
- III. The President, Vice President, Secretary, Treasurer, and Membership Officers shall be elected at the year-end election meeting of the PPWG.
- IV. Officers shall be elected to serve one two year term in any position with the option of being elected for a second consecutive term. Appointment to complete a vacated term does not constitute a term served. A member can be nominated

for and elected to any other position as an officer or member of the Board of Directors, other than the position they have just previously held. The exceptions to this rule are the Membership position and the Treasurer position. For Membership, one new member will be elected each year with one carry over for consistency in operations. The Treasurer may only serve one 2 year term.

- V. The Nominating Committee shall be chaired by the most recent past President or Vice President who is still a member. The Committee may also consist of two or more volunteers from the general Membership. Members of the Nominating Committee may not nominate themselves.
- VI. The Nominating Committee shall request names in advance to be placed in nomination for a particular office. The Committee shall present at least one candidate for each office. All candidates shall be members in good standing of PPWG.
- VII. No member shall be elected to more than one office at a time.
- VIII. There shall be no nominations from the floor at the time of the elections.
- IX. Absentee votes will be permissible by contacting the Nominating Committee to obtain a ballot.
- X. A majority of those present voting, provided there is a quorum as described in Article V section VI in attendance, shall determine the election.
- XI. In the event of a tie for a position, there shall be a runoff between the tied candidates until the tie is broken.

ARTICLE IX - COMMITTEES

- I. The President and Vice President shall have the power to appoint committee chairs.
- II. The Board shall add and delete committees (other than the standing committees listed in these bylaws) as required to conduct the Association's business.
- III. Standing Committees - These committees must be staffed.
 - A. Handicap - This Committee shall administer all issues regarding PPWG Handicaps.
 - B. Course Scheduling - This Committee shall contact, negotiate and schedule courses for weekly play.
 - C. Tee Times - This Committee shall organize and coordinate tee times or weekly play.
 - D. Social - This Committee shall contact, negotiate, schedule and organize Membership meetings in accordance with PPWG policies.
 - E. After Play - This Committee shall contact, negotiate, schedule and organize after golf socializing in accordance with PPWG policies.
 - F. Publishing - This Committee shall post the Newsletter on a bi-monthly basis (except December).

- G. Web Site - This Committee shall maintain the PPWG web site updating as needed whatever the Board feels relevant to the site.
- IV. Other - Other committees may include, but are not limited to:
 - A. Tournament - This committee is responsible for weekend tournament play. They will set up the course and type of play for weekend tournaments (e.g., Member/Guest).
 - B. Hostess - This Committee is responsible for setting up the Hostess for the play each week and coordinating with the Tee-Time Committee for any special tee-time or instruction to the players.

ARTICLE X - FISCAL

- I. The fiscal year of the PPWG shall commence on November 1 and end on October 31.
- II. The Treasurer, President, Vice President and one other Board member will be on the account for signatures. All PPWG checks shall require two signatures.
- III. The Board of Directors shall approve an annual budget of estimated income and expenditures. No expenses shall be incurred in excess of total budgeted amounts without approval of the Board of Directors.
- IV. There shall be an annual audit of the financial accounts conducted prior to the new officer terms. This audit shall be conducted by two (2) or more members of the PPWG, appointed by the Board, other than the Treasurer.
- V. Contracts and debts may be entered into, debts incurred, or property of PPWG conveyed or encumbrance only as directed by a motion of the Board of Directors.

ARTICLE XI - AMENDMENTS to the BYLAWS

These bylaws may be amended by 51% of the voting members present at any regular or special Membership meeting called for that purpose. All such proposed amendments must be submitted in writing to the general Membership at least ten (10) days prior to the meeting at which time such amendments are to be acted upon.

ARTICLE XII - DISSOLUTION

If PPWG should be dissolved, the remaining money will be divided equally among present members.