

PIKES PEAK WOMEN GOLFERS

BYLAWS

Updated January 15, 2023

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

PPWG is a non-profit Association and there shall not be a 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 league. PPWG shall be member of the Colorado Golf Association (CGA).

ARTICLE IV - MEMBERSHIP

- I. Membership in PPWG shall be open to adult female golfers.
- II. An application for membership shall be submitted to the Membership. Upon payment of fees the applicant's name will be added to the Membership roster.
- III. The responsibilities of the Membership of PPWG shall be to play golf with PPWG, attend PPWG meetings, vote on PPWG issues, serve on committees to which they are appointed, obey rules and regulations of PPWG, and pay PPWG 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 II and IX of Article IV unless said member was terminated by the Board.
- VIII. Annual dues for Membership shall be determined by the Board and published each year. **A GHIN membership shall be required.** (See PPWG Policies) Dues will be payable by the Kick-off meeting. If a member does not pay her dues by April 1st for that season, she will be automatically dropped from the Membership roster without notice.
- IX. Membership limits and qualifications may be altered if future circumstances dictate. Currently the limit has been set at 80 members.
- X. Any member of PPWG may be expelled from the Association by the Board of Directors for failure to conduct herself in a proper and orderly manner on the premises of any golf course or for other due causes.

ARTICLE V - LEAGUE CHAMPIONSHIP

Be an active PPWG Member playing a total of **six** 9 hole rounds or **six** 18 hole rounds of golf with PPWG and have an active GHIN Handicap in order to compete in the PPWG League Championships for awards.

- I. You must turn in your signed score card with the posted holes at the end of each PPWG round and post in GHIN the same day you played per CGA rules.
- II. All members of PPWG can play in the Championship rounds even if they do not qualify for awards.

ARTICLE VI - OFFICERS

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

ARTICLE VII - OFFICERS DUTIES

- I. The **President** shall be the executive officer of 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 PPWG and the Board of Directors. The Vice President shall also perform such other duties as usually pertaining to the office or may be assigned by the President.
- III. The **Secretary** shall provide written meeting minutes of PPWG Membership and the Board of Directors meetings. The Secretary shall provide copies of meeting minutes and shall post the meeting minutes on the PPWG Golf Genius. 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 Membership all monies paid to PPWG and shall deposit them in the PPWG bank account. The Treasurer will also monitor the deposits made through the Venmo account. These accounts and books shall at all times be open to inspection by the President, Board of Directors and any authorized auditor. The Treasurer shall make reports at such times as the President or Board of Directors requires.
- V. **Membership** shall consist of **two elected members**. This office shall collect all monies due to PPWG and promptly turn the same over to the Treasurer. The Membership Officers will also keep a list of members paying by Venmo in order to verify payment tracking with the Treasurer. Membership Officers shall keep records of all Membership information via Golf Genius. Membership shall provide the current membership status and count to the Board and to the Handicap Committee when updated. This office shall be a **two-year term with election of ONE new member each year**.

ARTICLE VIII - 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.
- II. The Board 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 PPWG 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.
- VI. In the event any Board member fails to attend PPWG Board meetings 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 then 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 then the Board shall appoint and ratify a replacement to complete the term of the vacancy.
- IX. One third of the members of the Board 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 PPWG Board meetings or PPWG General Membership meetings in all cases to which it is applicable and in which it is not inconsistent with these bylaws.

ARTICLE IX - NOMINATION AND ELECTIONS

- I. No election shall be held except at a General Membership meeting of this Association.
- II. The election of Officers shall be by ballot held at the year end Awards Dinner. The new officer's terms shall commence November 1st or at the first Board meeting following the election.
- III. The President, Vice President, Secretary, Treasurer and Membership Officers shall be elected at the PPWG year-end election meeting.

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- IV. Officers shall be elected to serve a 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 the member has just previously held. The exceptions to this rule are the Membership and Treasurer positions. 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 Nominating 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, in advance, shall obtain names to be nominated for a particular office. The Committee shall present at least one candidate for each office. All candidates must be PPWG members in good standing.
- VII. No member will be elected to more than one office at a time.
- VIII. There will 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 shall determine the election provided there is a quorum as described in ARTICLE IV Section VI in attendance.
- XI. In the event of a tie for a given position, there shall be a runoff between the tied candidates until the tie is broken.

ARTICLE X - 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** - Administers all issues regarding PPWG Handicaps. Supplies handicaps to be used to establish flights for the year end PPWG Championship.
 - B. **Course Scheduling** - Contact, negotiate and schedule courses for weekly play. Post the schedule via Golf Genius that will include 18 and 9 hole tee times with prices for and without carts.
 - C. **Tee Sheet Coordinator** - Sends out weekly email invitations to all PPWG members to play the scheduled courses. Based on the response received via Golf Genius, they organize and coordinate tee times for weekly play and email the final tee sheet.
 - D. **Social** - Contacts, negotiates and schedules organized Membership meetings/dinners in accordance with the PPWG policies.

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- E. **After Play** - Contact, schedule and organize after golf socializing with the various restaurants in accordance with the PPWG policies and enter the locations for after play in Golf Genius.
- F. **Publishing** - Receives input from the PPWG Membership and post in the Divot Doings newsletter on a quarterly basis. This is sent via email and posted in Golf Genius.
- G. **Website** - Maintains the PPWG website (www.pikespeakwomengolfers.com). Responsible for updating hosting license, Domain Name System (DNS) license and back-end system maintenance. As well as design and content updates, as needed, based on whatever the board feels relevant to the website.
- H. **Play of the Day** - Responsible for providing the PPWG membership with descriptions of the golf games to be played at the scheduled courses and is posted in Golf Genius.
- I. **Golf Genius Guru** - Helps to setup the new golf year in Golf Genius and may be called to help resolve any software issues by working with the Golf Genius help desk.
- J. **Historian** - Takes photos for PPWG events and posting them on the PPWG Facebook website.
- K. **Philanthropy** - Selects and reviews non-profit organizations, charities or individual persons to which PPWG might donate approved funds each year. Usually two different organizations are selected and may or may not be connected to golf but are deemed a worthy cause by Philanthropy.
- L. **Members Corner** - PPWG membership advises this person of current PPWG members' illness, operations or personal losses in order for cards, gift cards or flowers to be sent on behalf of the PPWG membership. This information shall not be published in the Divot Doings under the rights of HIPAA unless said member has given permission to do so.

ARTICLE XI - FISCAL

- I. The fiscal year for PPWG shall commence on November 1st and ends on October 31st of the following year.
- 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 PPWG members 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 XII - 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 XIII - DISSOLUTION

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