

Bylaws of Aldeen Men's Golf Association



Article I. Name

The name of this association shall be the Aldeen Men's Golf Association (AMGA).

Article II. Mission Statement

The general purpose or mission of the Aldeen Men's Golf Association (Association) is to promote the use and enjoyment of the Aldeen Golf Club. The AMGA shall promote service to the community and conduct tournament golf and social events designed to build camaraderie in a competitive environment.

Article III. Membership

Section 1

Any person 21 years of age or older meeting requirements as prescribed by the Board of Directors shall be eligible for membership. All members must be designated as "Amateurs" as defined by the United States Golf Association (USGA).

Section 2

A new applicant for membership must submit his application in writing on a form designated by the Board of Directors to any member of the AMGA Board, accompanied by payment of the annual dues for the current fiscal year. At the discretion of the AMGA Board, annual dues may be pro-rated based on when during the fiscal year that the application was accepted. All new members are encouraged to read the Bylaws as posted on AMGA website www.amgagolf.com.

Section 3

The membership of the Association shall be limited to one hundred members excluding honorary members. Upon reaching the limit of one hundred members, new applicants shall be put on a waiting list by date of application and offered membership when vacancies occur.

Section 4

The annual dues for retaining membership in this Association shall be due and payable on or before April 1 of each year or prior to participation in any golf event. All members are encouraged to read the Supplement Rules for Handicap, Tournaments, Pace of Play and Local Rules as posted on AMGA website www.amgagolf.com.

Section 5

The Board of Directors shall have the power to set the annual dues by a majority approval vote. The annual dues shall be set prior to March 1 for the upcoming fiscal year.

Section 6

To be eligible to play in an event, a member must be in good standing. A member in good standing is defined as one who has paid AMGA annual dues and has an active World Handicap System (WHS) index in accordance WHS guidelines. All further reference to Association members in these Bylaws shall assume that they are in good standing as defined in this section. All dues and fees are nonrefundable.

Bylaws of Aldeen Men's Golf Association



Section 7

Members of this Association shall always exhibit correct golf etiquette whenever or wherever they play the game of golf. Unbecoming conduct shall be grounds for rescinding membership. All members shall acquaint themselves with the rules of golf and play must be consistent with those rules.

Section 8

The fiscal year shall be defined as the calendar year.

Section 9

All activities of the AMGA shall be carried on without financial benefit to its members, officers or directors. Should the AMGA be dissolved, all material possessions of the organization must be sold and the moneys obtained from the sale along with any other assets, including the balance remaining in the checking account will be donated to the Rockford Park District Youth Golf Program approved by the Board of Directors.

Section 10

Any person may be declared an honorary member of the Association. An honorary membership must be approved by a unanimous vote of the Board of Directors at a regular board meeting. An honorary member shall be exempt from annual dues. An honorary member shall not have voting rights nor be able to serve on the Board of Directors.

Article IV.

Board of Directors

Section 1

The government of this Association and control of its funds and property shall be vested to the Board of Directors. Specifically, they will establish and set the AMGA policies and oversee the AMGA operations. The Board of Directors shall solicit feedback from the AMGA membership to improve the Association and its operation. The Board of Directors shall serve without compensation.

Section 2

The Aldeen Men's Golf Association governing board (AMGA Board) shall consist of a minimum of five (5) elected members and no more than ten (10) total members. One of the members shall be the Tournament Director. The current Aldeen Golf Club Head Professional shall be a member of the AMGA Board having the same voting rights as the elected members of the AMGA Board.

Section 3

All elected members of the AMGA Board shall serve a two year term, at which time they will have the opportunity for re-election. Each AMGA Board member shall serve until his duly elected successor takes office. The Board of Directors term of office will begin on December 1 after the election.

Section 4

Approximately six weeks prior to the annual awards banquet, the AMGA President shall select a Nominating Committee of three members of the Association, one of which shall be the current Vice President. This committee shall prepare a slate of nominees for the vacant AMGA Board positions. Nominees cannot be designated without their permission. Nominations will also be accepted by any member via email to a member of the Nominating Committee. In accepting nominations, the President shall ensure that the member being nominated will accept the position if elected.

Bylaws of Aldeen Men's Golf Association



Section 5

The election of the new board members shall be conducted by e-mail ballots. The ballots shall be sent to every general member no later than November 1. Members shall make their selections and return the ballot via email to the Secretary no later than November 15. The members that receive the most votes shall fill the vacancies in order of precedence. In the event that a tie occurs in the general election, the Board of Directors shall vote at the next board meeting choosing between the tied candidates. The Secretary shall advise the membership of the results and retain a copy of the ballots for inspection for a period of thirty (30) days, upon request.

Section 6

The AMGA Board may institute special rules and procedures it deems necessary for the proper management and discipline of the Association and shall conduct periodic reviews of the Bylaws for consistency and appropriateness

Section 7

The AMGA Board may remove a Board member by a 2/3 vote of the entire Board, excluding the Board member in question, if a Board member: i) fails to be present via electronic means (video or conference call) or attend two consecutive Board meetings; ii) fails to conduct himself in a manner consistent with the purposes of and the best interests of the Association; or iii) materially breaches the Bylaws or the rules and regulations of the Association.

Section 8

The Board of Directors is authorized to elect from its own body, the officers of the Association as provided in Article V, Section 1.

Section 9

Whenever a vacancy in the membership of the AMGA Board shall occur, the remaining Board of Directors shall have the power, by a majority vote, to select a member of the Association to serve the unexpired term of the vacancy.

Section 10

A quorum at an AMGA Board meeting shall consist of at least five board members eligible to vote.

Article V. Association Officers

Section 1

The Officers of this Association shall be members of the Board of Directors. The Officers shall consist of a President, Vice President, Secretary and Treasurer. This also shall be the order of precedence for chairing meetings when absences occur.

Section 2

The Officers shall be elected prior to January 1 of the upcoming fiscal year by the newly elected Board of Directors and their duties shall be such as their titles would indicate or such as may be assigned to them respectively from time to time.

Section 3

The standard terms for Officers shall be two fiscal years. At the end of that term, they shall be eligible for re-election. The term of office shall begin at the close of the Board of Directors meeting at which they are elected.

Bylaws of Aldeen Men's Golf Association



Section 4

No member shall be eligible for office unless he has been a member of the Association in good standing for at least one fiscal year immediately preceding the election.

Section 5

Outgoing Officers shall remain available for council and guidance for the incoming Officers through the remainder of the calendar year.

Section 6

Any vacancy in office shall, at the option of the Board of Directors, be filled by a 2/3 vote of the Board of Directors. The Board of Directors may at their discretion elect not to fill a vacated office.

Article VI. Duties of Officers

Section 1

The President when in attendance shall preside at all meetings of the Association and the Board of Directors. He shall enforce the requirements of the Bylaws and shall be empowered to call a meeting of the Board of Directors at any time it becomes necessary.

Section 2

The Vice President will preside in the absence of the President. Additionally, he will be a co-signer on the AMGA checking account and will review the finances monthly. He shall provide oversight for all standing committee activities.

Section 3

The Secretary shall have custody of the Bylaws and all other records and documents of the Association. He shall record the minutes of all AMGA Board meetings and General Membership Meetings and when requested shall read the minutes of any previous meetings. He shall have charge of all Association correspondence and e-mail addresses. He shall maintain an up to date list of members of the Association together with their addresses and telephone numbers.

Section 4

The Treasurer shall keep the monetary accounts of the Association and shall collect dues, fees, and any other monies under the direction of the Board of Directors. He shall sign all checks drawn on the funds of the Association and shall report in writing the state of the finances at all Board of Directors meetings. Monthly financial statements shall be provided to any member upon their request and at an agreed upon time and place. At the last board meeting of the year he shall present a written report showing all receipts, expenditures and ending cash balances for the year.

Section 5

Annually the Board of Directors shall authorize and define in detail the powers and duties of the AMGA Officers and post on the AMGA website www.amgagolf.com. It shall be the responsibility of the Officers to establish and maintain an administrative framework to improve communications, promote member participation in planning, executing and playing in AMGA sponsored men's golf events.

Bylaws of Aldeen Men's Golf Association



Article VII. Committees

Section 1

Operational Standing Committees will be utilized by the Association to conduct the on-going activities of AMGA. Association members may indicate which committee they would like to hold but the final determination of Committee Chairman Holders for the following year will be by appointment by the incoming President. Association members are highly encouraged to volunteer to serve on a committee and a Committee Chair cannot be designated without their permission.

Section 2

The Committee Chair will review, discuss and make recommendations to the Board of Directors for resolution of all activities and irregularities that occur during the fiscal year. Members are encouraged to get actively involved and to express their opinions to the appropriate Committee Chair regarding matters that are of interest to them.

Section 3

The length of service to a committee will be for one fiscal year or until a successor is appointed.

Section 4

The following Operational Standing Committee Chairmen and their respective duties:

The Rules & Handicaps Committee Chairman

He shall see that the rules of golf are strictly adhered to by the members of the Association at all times. He shall resolve all questions from the members pertaining to any interpretation of the rules. Annually he shall update and post the *Notice to Members on Handicapping Policies & Procedures, Pace of Play Supplementary Rules Sheet* and *Supplementary Local Rules Sheet*.

The Tournament Director

He shall be responsible for drafting a complete schedule of tournaments for the season. The draft is to include formats, fees and rules and be submitted to the Board of Directors for approval. He shall see that each tournament is played in an equitable and satisfactory manner and in accordance with procedures set forth in the USGA Handicap System Manual. Annually he shall update and post the *Tournament, Event, & Game Rules Sheet* for approval.

The Match Play Competition Chairman

He shall be responsible for drafting a complete Match Play schedule for the season. The draft is to include format, fees and rules and be submitted to the Board of Directors for approval. He shall see that the season tournament is played in an equitable and satisfactory manner and in accordance with procedures set forth in the USGA Handicap System Manual.

The Open Play Committee Chairman (OPCC)

He shall be responsible for drafting a complete schedule of games for designated week days and Sundays through the year. He shall see that each game is played in an equitable and satisfactory manner and in accordance with procedures set forth in the USGA Handicap System Manual. As required he shall appoint, solicit and schedule volunteers to man the OPCC sign-in tables for all OPCC events throughout the season.

Bylaws of Aldeen Men's Golf Association



The Website Committee Chairman (Webmaster)

He shall be responsible for keeping the club website (www.amgagolf.com) current with all Association issues. The website is intended to be the primary source of information for all Association members. He shall also be responsible to assure the website is linked to the Aldeen Golf Club website.

The Database Administration Chairman

He shall be responsible for maintaining the Golf Software System, compiling data and publishing information for the use and benefit of all AMGA members. This includes maintaining the master database for the entire membership, including but not limited to member contact information, tournament descriptions, schedules, results and member results and statistics.

The Hospitality / Social Committee Chairman

He shall conduct all social activities pertaining to the Association and activities requiring any social entertainment features and events for special occasions. He shall be the primary contact and liaison with the local restaurant management and third-party providers on use of facilities and services, respectively.

Section 5

The President cannot serve as chair of the *Rules and Handicap Committee* or the *Tournament Director* and may serve on only one (1) operational committee as Chairman, if required. The Vice President, Secretary and Treasurer may serve on one (1) or more operational committees as Chairman, if appointed by the President.

Section 6

Annually the Board of Directors shall define in detail the powers and duties of the Operational Standing Committees Chairmen and post on the AMGA website www.amgagolf.com. Chairs and members of all committees shall be appointed by the President, and the President shall be an ex-officio member of all committees except the nominating committee.

Article VIII. Meetings

The AMGA will conduct three types of meetings as described below. All meetings will be convened by the President as needed. The President will solicit input from the AMGA Board and membership concerning the frequency and content of the meetings. In addition to the meetings described below, the AMGA Board will convene committee meetings as needed.

Section 1 Officer Meetings

These meetings are convened by the AMGA President as needed. Normally, just the Officers will participate but the AMAG President may also invite the Aldeen Golf Club Head Professional or others to participate as desired.

Section 2 Board Meetings

These meetings are convened by the AMGA President as needed. Each AMGA Board member will have one vote. If a board member is unable to attend a meeting, then the board member may identify an alternate AMGA Board member who will have a vote on his behalf. In addition, the AMGA Board may invite non-members to participate as necessary.

Section 3 General Membership Meetings

These shall be held in the Spring (normally March/April) and in the Fall (normally October/November) of

Bylaws of Aldeen Men's Golf Association



each year on a date selected by the AMGA President. Meetings will usually be announced at least one month in advance and should be scheduled at a time when maximum membership participation can be expected.

Section 4

Special meetings may be called by the President, or shall be called upon the written request of ten (10) AMGA members.

Section 5

A transitional meeting with both the outgoing and incoming AMGA Board will be held prior to December 1 of the fiscal year, at which time essential records will be transferred.

Section 6

A quorum shall constitute no less than fifty (50%) percent of the AMGA membership at a general membership meeting.

Article IX. Amending the Bylaws

Section 1

The Bylaws are the sole administrative regulatory document of the AMGA.

Section 2

Amendments to the Bylaws shall be written by a special committee appointed by the President. The Board of Directors shall approve the amendments by a 2/3 vote (in the event of a tie the President's vote will be the decisive vote for approval) before the amendments can be presented to the Association membership for approval.

Section 3

Amendments shall be presented once a year at the Spring General Membership Meeting. If a voting quorum is present at the General Membership Meeting, a motion to approve the amendment may be made. After discussion, a vote to approve will be taken.

If a voting quorum is not present at the Spring General Membership Meeting, an email ballot will be sent to the general membership for vote, no later than April 1. All ballots will be returned within 15 days of the email date ballot.

Section 4

At least fifty (50%) percent of the Association members must return their ballots to have a quorum vote response. For an amendment to be approved, 2/3 of the returned ballots must be affirmative.

Section 5

A proposed amendment shall be referred back to the Board of Directors for consideration if a quorum response vote (at least 50% of the Association members) is not achieved. The Board of Directors may take into consideration the approval ratio of the non-quorum votes that are returned by the membership.

In order for the AMGA Board to approve any amendment, a 2/3 approval vote must be cast. If a quorum is not achieved, the absent board members shall cast e-mail proxy votes. Approval of the amendment by the Board of Directors shall require a 2/3 affirmative votes to pass.

Bylaws of Aldeen Men's Golf Association



Article X. Supplemental Rules

The purpose of the Supplemental Rules are: i) to establish and maintain handicaps, according to the Rules of the United States Golf Association (USGA) and the World Handicap System (WHS); ii) play is in accordance with USGA Rules of Golf except where modified; and iii) stimulate friendship and sportsmanship among its members while promoting friendly golf competition among members of AMGA. Annually the Board of Directors shall update the Supplemental Rules and post on the AMGA website (www.amgagolf.com).

Section 1

Notice to Members on Handicapping Policies and Procedures

This notice is published annually and is a requirement of the USGA Handicap System™ including the computation of each member's Handicap Index®. Aldeen Men's Golf Association is responsible for all aspects of the USGA Handicap System™ and will verify that all acceptable scores are reported for handicap purposes.

Section 2

Supplementary Local Rules Sheet

All play is in accordance with USGA Rules of Golf except where modified by local rules. This publication is concerned only with the local rules as determined by the Aldeen Golf Club Head Professional and Tournament Director to ensure the well-being of the AMGA where the other rules fail to meet the needs of members. The Supplementary Local Rules Sheet are maintained in the Golf Software System of the master database for the use and benefit of all AMGA members.

Section 3

Tournament, Event & Special Event Rules Sheet

Each of the Tournament, Event & Special Events serve as the basis for understanding what has been established over the years as guidelines for the best method found to allow all golfers to compete fairly and maintain the integrity of the AMGA golf tournaments. The Course Handicap and Playing Handicap for tournament, events and special events shall be in accordance with WHS and USGA Rules modified from time to time.

Section 4

Pace of Play Rules Sheet

Playing at a better pace is not about hurrying up or rushing around the course. It is simply about being more efficient with your valuable time, as well as everyone else's. It may be that one single change in procedure does not, of itself, bring about huge change. However, introducing a number of initiatives and rules as well as staying committed to those initiatives, can and will make a difference.

Article XI

Parliamentary Authority

For all purposes not consistent with these Bylaws, Roberts' Rules of Order, revised, shall be the parliamentary authority.