

**SANTA BARBARA WOMEN'S GOLF CLUB  
BY-LAWS**

ESTABLISHED - 1959

REVISED - February 2004

**ARTICLE - NAME**

The name of this organization is the Santa Barbara Women's Golf Club

**ARTICLE II - PURPOSE**

The general purpose of this organization shall be to encourage, promote, and advance the game of golf, provide tournaments and social activities to enable members to come together in a spirit of recreation and comraderie.

**ARTICLE III - MEMBERS**

SECTION 1 Membership shall be open to any amateur woman, 18 years of age or older, who is interested in the general purpose of this organization; who agrees to uphold all rules of the club, the rules and etiquette of golf as set forth by the USGA; and who will accept and observe all decisions of the Executive Board acting within its jurisdiction.

**ARTICLE IV - MEMBERSHIP DUES**

SECTION 1 Annual dues are to be approved by the Executive Board

SECTION 2 Annual dues are payable as of November 1st and delinquent November 10th. A late fee will be charged after that date.

**ARTICLE V - WOMEN'S PUBLIC LINKS GOLF ASSOCIATION**

The Santa Barbara Women's Golf Club shall maintain membership in the Southern California Public Links Association. All members of the Santa Barbara Women's Golf Club have membership in this association and have all the rights and privileges hereof.

**ARTICLE VI - EXECUTIVE BOARD**

SECTION 1 The officers to be elected for a term of one (1) year shall be:  
President, Vice-President/Rules Chairwoman, Second Vice-President/Social Chair,  
Secretary, Treasurer, Tournament Chair, Handicap Chair, and Membership Chair.

SECTION 2 An officer shall not hold the same position more that two (2) consecutive years.

SECTION 3 The retiring President shall serve as advisor on the board without voting privilege.

SECTION 4 Any past President, currently active in golf, and a member in good standing, may be invited to serve on the Executive Board as an advisor without voting privilege.

SECTION 5 Executive Board meetings shall be held as deemed necessary, a quorum of five (5) being needed to constitute legality.

**ARTICLE VII- DUTIES OF THE EXECUTIVE BOARD**

SECTION 1 The President shall preside at all meetings of the organization and Executive Board; perform the duties applicable to such office; appoint all standing and special committees with approval of the Board and be an ex-officio of any committee.

SECTION 2 The First Vice-President/Rules Chair shall perform all duties of the President in her absence; and act as Rules Chair being responsible for the promoting of knowledge and the enforcement of the rules of golf as adopted by the USGA and WPLGA. She shall be responsible for keeping trophies updated and taking photos at appropriate events.

- SECTION 3 The 2nd Vice-President shall, in the absence of the President and 1st Vice-President, perform all duties of the office of President; she shall also act as the Chair of the Social Committee to plan Luncheons and the yearly Christmas Dinner and other events approved by the Executive Board.
- SECTION 4 The Secretary shall record all meetings of the organization and Executive Board, posting same on bulletin board immediately following such meetings; conduct all correspondence.
- SECTION 5 The Treasurer shall keep a full account of receipts and shall disburse same under the direction of the Executive Board; prepare an annual budget; submit a financial statement at all meetings, posting same on the bulletin board immediately following such meetings; collect dues and maintain an active record of members in good standing.
- SECTION 6 The Tournament Chair shall prepare a schedule of events for the year; appoint monthly hostesses to have charge of weekly sweeps; and appoint committees for major and special competition, the rules and format of which being subject to approval by the Executive Board.
- SECTION 7 The Handicap Chair shall be responsible for informing the members' of handicap rulings, keeping and filing accurate records of members adjusted golf scores and their handicaps while complying with procedures established by WPLGA.
- SECTION 8 The Membership Chair shall be responsible for maintaining applications for membership in the Pro shop, accepting applications of new members from the Treasurer, and introducing these new members to our members and acquainting them with the workings of the club. She will also be responsible for the printing of the Member Directory.

#### **ARTICLE VIII- COMMITTEES**

- SECTION 1 The President shall, with approval of the Board, appoint the following Committee Chairs:
1. **Liaison:** To represent our club and the Parks and Recreation Meetings
  3. **Hospitality:** To act on behalf of the club in communicating our best wishes to members who are ill or in need of support.
  3. **Newsletter Editor:** Responsible for compiling newsletters and distributing them to the membership.
  4. **Pub-Links Delegate:** Act as liaison to the WPLGA and keep the membership informed of all tournaments and events.
  5. **Closest to Pin:** Responsible for the placement of markers, collecting money, distributing winnings and giving Team Play Fund portion to the Treasurer for deposit.
  6. **Low Net/Low Putts:** Determine Monthly winners, distribute awards and conduct a tournament to determine the yearly winners.
  7. **Ringer:** Conduct the yearly Ringer Tournament.
  8. **Member-Guest Chairperson:** With the approval of the Executive Board, plan and conduct a Member-Guest Tournament

#### **ARTICLE IX - MEETINGS**

There shall be no fewer than three (3) General meetings per year. Special meetings may be called at any time.

## **ARTICLE X- ORDER OF BUSINESS**

The following order of business shall be used:

1. Meeting called to order.
2. Reading of minutes of previous meeting and approval.
3. Reading of Treasurer's report and approval.
4. General business (unfinished and new).
5. Adjournment.

## **ARTICLE XI- NOMINATION AND ELECTION OF EXECUTIVE BOARD**

SECTION 1 The election of officers shall take place at the November General Meeting.

SECTION 2 The First Vice President shall appoint a Nominating Committee to include one Board member and two members at large. This committee is to present the proposed slate of officers at least two (2) weeks before the November meeting.

Nominations will be accepted from the floor if the nominee has given prior consent.

SECTION 3 All vacancies are to be filled by the Executive Board.

## **ARTICLE XII - CONDUCT OF MEMBERS**

It shall be the duty of the Board of Directors to receive and act upon written complaints of its members. The Board shall have the power to suspend any member whose conduct is detrimental to the best interests of the Club.

## **ARTICLE XIII - PARLIAMENTARY AUTHORITY**

SECTION 1 This organization shall be governed by Robert's Rules of Order.

SECTION 2 Any matter or procedure not covered by these by-laws shall be submitted to the Executive Board for due consideration.

## **ARTICLE XIV - AMENDMENTS**

The bylaws of this club may be amended at any meeting by a two-thirds (2/3) vote of the members present, provided: a quorum of twenty (20) members is present; and the proposed revisions have been given to the Executive Board and posted on the bulletin board fourteen (14) days before the meeting.