

BY-LAWS OF STAR VALLEY RANCH MEN'S GOLF ASSOCIATION (SVRMGA)

Revised: June 21, 2017 - Draft Rev - 05

SECTION I - NAME AND LOCATION

This association shall be known as the Star Valley Ranch Men's Golf Association, located at Star Valley Ranch, Wyoming.

SECTION II - OBJECTIVES AND POLICIES

1. To promote interest in and playing of golf by the men of Star Valley Ranch Men's Golf Association (SVRMGA).
2. Promoting social activities in conjunction with the Men's Golf Association.
3. Adhere to the rules of the Wyoming State Golf Association and adherence to all rules and regulations of such association.

SECTION III - MEMBERSHIP - MEMBERSHIP DUES

- 1 Membership in this association shall be open to male property owners of Star Valley Ranch and/or male members of the lineal family (as defined by the Star Valley Ranch Board of Directors) and must be at least 18 years of age. Non-property owners may also become members of the SVRMGA and may hold office. Current membership in the WSGA is also required.
- 2 Membership dues for the Star Valley Ranch Men's Golf Association shall be set by the SVRMGA officers annually.
- 3 Only members of this association in good standing shall compete in the weekly association sponsored events. Wyoming GHIN established handicaps shall be used in SVRMGA events.

SECTION IV - OFFICERS, QUALIFICATIONS, NOMINATION AND ELECTION

PROCEDURES, TERMS AND VACANCIES

OFFICERS

1. The association officers shall be a President, Vice-President, Secretary, Treasurer, the immediate Past President, and three (3) members (Handicap , Entertainment & Projects)

QUALIFICATIONS

2. A candidate for office shall be a member of this association for at least one summer golf season prior to the time of nomination. A candidate for the office of Vice-President should have preferably served as an officer prior to nomination.

NOMINATION AND ELECTION PROCEDURES

3. Nominations may be made from the floor prior to the election and such nominated candidate shall be entered on the floor slate, provided they have consented to the nomination.

4. A majority vote of the members present at the annual meeting shall be required for election, which shall be by ballot, except that if there is but one candidate for each office, the ballot may be dispensed with and the officer elected viva voce (voice vote).
5. In the event no candidate receives a majority vote on the first ballot, all but the two highest for such office shall be eliminated and the balloting continued. If the vote remains a tie after the second ballot, the election shall be decided by lot (flip of the coin).
6. At the annual meeting a Teller's Committee should be appointed by the President. It shall be responsible for distributing and collecting the ballots and tallying the votes. After all votes are cast and tallied, a member of this committee shall report the results of the election to the membership. The President shall then declare the offices of the association duly filled by the elected candidates.

TERM

7. Term of office shall begin the day following election at the annual election meeting (to be held no later than September 15, of each year) and shall expire the following year on the date of election of new officers
8. The President and Vice-President can serve for a term of two (2) years only. The Secretary & Treasurer may serve no more than three (3) consecutive terms.

VACANCIES

9. In the event of a vacancy in the office of President, the Vice-President shall succeed immediately to that office.
10. An officer of this association who is unable to perform the duties of the office as herein described, shall submit a resignation in writing to the President.

In the event the officers determines that any officer has failed to perform the duties of the respective office, the officers shall request the resignation of such officer. If such resignation is not received within fifteen (15) days, the officers may declare the office vacant and such office filled in accordance with provisions of paragraph 12 of this section.

11. A vacancy occurring in any office except the office of President shall be filled for the unexpired term by vote of the officers. The election to fill such office shall be by ballot or by a voice vote, a majority vote being required to elect.
12. An officer vacating an office prior to the expiration of the term shall within fifteen (15) days, transfer all records of the office as instructed by the officers.
13. Should the office of Treasurer be vacated prior to the expiration of the term, the Treasurer shall, within fifteen (15) days, transfer the records of the office for the purpose of audit to the person or persons designated by the Officers.

SECTION V - DUTIES OF OFFICERS

1. The President shall:
 - a. Preside at all meetings of the association and officers.
 - b. Appoint the Chairman of all Committees, subject to the approval of the officers.
 - c. Be a member ex-officio of all committees except the Nominating and Teller's Committees.
 - d. Endeavor to serve the entire association in a strictly impartial manner.
 - e. Be familiar with the association's By-Laws, Policies, and Procedures and the Bylaws and Procedures of the Wyoming State Golf Association.
 - f. Keep the membership fully informed on all pertinent association matters.
 - g. Represent the association at all necessary and appropriate functions.
 - h. Act as liaison with the SVRA Ladies' Golf Association in planning any activities where both groups are participating.

2. The Vice-President shall:
 - a. Assume and perform the duties of the President in the absence or disability of the President.
 - b. Prepare to succeed to the office of the President, and will serve as the President when vacated.
 - c. Comply with all directives of the golf association and be familiar with the golf association's By-Laws, Policies, and Procedures and the Bylaws and Procedures of the SVRMGA and Wyoming State Golf Association.
 - d. Have the duty of Tournament Director promoting and conducting any and all SVRMGA tournaments held or to be held on the golf course.
 - e. Provide weekly tournament format guidance to the club Pro.

3. The Secretary shall:
 - a. Keep an accurate record of all association and officers meetings.
 - b. Have custody of the Association Charter and other official documents.
 - c. Have available at all meetings up-to-date copies of the association's newly revised By-Laws, Policies, and Procedures.
 - d. Following the election of officers, file the names and addresses of the President and Secretary with the Wyoming State Golf Association and keep such information up to date throughout the year.
 - e. Direct all publicity in connection with the Star Valley Ranch Men's Golf Association.
 - f. Perform such other duties as may be assigned by the officers and the association.

4. The Treasurer shall:

- a. Have custody of all funds of the association and make disbursements only as authorized by the association, either by direct action or by adoption of a budget and a majority vote of the officers.
- b. Pay all bills promptly, the checks to be signed by the Treasurer and approved by the President. Signatures of the President, Vice President, and Treasurer shall be registered with the bank selected by the officers.
- c. Keep the books on a current basis and make a monthly report to the membership.
- d. Prepare a detailed financial report for presentation at the Annual meeting and a complete financial report for the period of term of office, which report shall be ready for audit within thirty (30) days following the close of term of office.
- e. Compare actual expenses with budget for individual committees.
- f. Assist all activities of the association having to do with recruitment, retention of members, and be responsible for collecting membership fees.
- g. Prepare and submit all changes in the membership roster to the officers.

SECTION VI - BOARD OF DIRECTORS (i.e. Officers)

1. The Board of Directors shall be composed of the President, Vice-President, Secretary, Treasurer, the immediate Past President, and three (3) members (Handicap , Entertainment & Projects)
2. It shall be the duty of the Board of Directors to establish Policies and Procedures to carry out the policies and objectives of the association and to supervise the affairs of the association in accordance with the provisions of these By-Laws and the Wyoming State Golf Association Rules and Procedures.
3. Meetings of the Board of Directors shall be held at a time and place designated by the President or called for by a majority of the officers.
4. The outgoing Board of Directors shall meet with the newly elected Board at the first board meeting after the election of officers.
5. A majority of the Board of Directors shall constitute a quorum of any meeting. A vote of the majority of those present and voting, a quorum being necessary, shall constitute effective action.

VII - ASSOCIATION MEETINGS

1. Association meetings may be called by the President, or upon request of a majority of the officers, or by one-third of the association membership.
2. The Annual Meeting shall be held no later than September 15th and is open to all SVRMGA members.
3. The membership present shall constitute a quorum for the purpose of transacting all business at any meeting of the association.

SECTION VIII - COMMITTEES

1. The Standing Committees of this association shall include, but not be limited to the following: Handicap, Social, and Rules and Procedures.
2. The Standing committees may be composed of a chairman appointed by the President and may include one (1) or more members who shall be appointed by the Chairman of the Respective committee.
3. Duties of the Standing Committees are:
 - a. Handicap: Shall have the duty of overseeing handicaps of member players and aid in establishing handicaps of new players that do not yet have established Wyoming State Golf Association handicaps. Shall check score cards at random against posted scores and check for equitable stroke control and proper adjusting of scores. Shall assure that members obtain a WSGA handicap card.
 - b. Social: Shall direct all social activities sponsored by the association, including coordination of mixed (men/ladies) golf events.
 - c. Rules and Procedures: Shall be responsible for the Association's Rules, Policies, and Procedures. This committee shall make periodic review of the association's By-Laws, Rules, Policies and Procedures. It may prepare, receive, and edit proposed changes or amendments and submit such to the Board or membership in proper form. It shall maintain conformity of the association's By-Laws, Rules, Policies, and Procedures to the Wyoming State Golf Association Bylaws and Procedures (this committee's responsibilities may be delegated to the officers as determined by the current standing SVMGA President).
4. Special committees may be appointed when deemed necessary by the officers. A special committee is one appointed for a specific purpose and time period and is dissolved upon completion of its assignment.

5. All committees shall be directly responsible to the officers and with the exception of the Nominating Committee, shall submit all proposed plans to the officers for approval.
6. Within fifteen (15) days after the conclusion of their appointment, all committees shall transfer their files to their successors or as directed by the officers.
7. The President, upon approval of the officers, may declare a committee chairmanship vacant because of non- performance of duties and appoint a successor.

SECTION IX - PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised shall be the parliamentary authority for the association for all matters of procedure not otherwise covered by the By-Laws, Policies or Procedures.

SECTION X - AUDIT

1. An audit should be made of the association books and financial records by a qualified person or persons selected by the officers. Such audit shall be completed within thirty (30) days after election of officers. A written report covering the audit shall be submitted to the officers with the books and records transferred to the incumbent treasurer.
2. In the event of a vacancy in the office of Treasurer, an audit should be made of the association books and records by a qualified person or persons selected by the officers. Such audit shall be completed within thirty (30) days after receipt of the records, a written report covering the audit submitted to the officers, and the books and records transferred in accordance with instructions from the officers.

SECTION XI - AMENDMENTS/CHANGES

1. These By-Laws may be amended or changed by a majority vote of the members present and voting at any meeting of the association, a quorum being present, provided the text of the proposed amendments has been submitted to the membership either in writing at least ten days prior to the meeting date or by reading at the previous meeting.
2. Rules, policies or procedures may be prepared, adopted, or changed by the officers in accordance with these By- Laws (Section VI, number 2).
3. Grammatical, punctuation and correlation corrections in the By-Laws, Rules, Policies and Procedures or amendments thereto, which in no way alter the intent of the respective documents shall be effected by the Rules and Procedures Committee, subject to the approval of the officers.

4. Changes in the Association By-Laws, Rules, Policies and Procedures necessitated by changes to the USGA or WSGA Rules or Procedures, shall be effected by the Rules and Procedures Committee, subject to:
- a. Approval by the officers
 - b. Notification of the Membership

SECTION XII - DISSOLUTION

In the event of dissolution, abandonment, or termination of the Charter of this association, no income, contribution, or other revenue or funds shall accrue to the benefit of any individual, or of any group not affiliated with Star Valley Ranch, and any and all assets then possessed by the association, after current debts have been paid, shall be delivered to the Star Valley Ranch Association.

SECTION XIII - ENACTMENT

These revised By-Laws of the Star Valley Ranch Men's Golf Association shall become effective upon vote approval of the membership.

Revised June 21, 2017 Approved by membership on June 21, 2017

<p>Chris Combe</p> <hr style="border: 0.5px solid black;"/> <p>President</p>	<p>6-21-2017</p> <hr style="border: 0.5px solid black;"/> <p>Date</p>
<p>Michael Moore</p> <hr style="border: 0.5px solid black;"/> <p>Vice President</p>	<p>6-21-2017</p> <hr style="border: 0.5px solid black;"/> <p>Date</p>
<p>Kenneth D'Souza</p> <hr style="border: 0.5px solid black;"/> <p>Secretary</p>	<p>6-21-2017</p> <hr style="border: 0.5px solid black;"/> <p>Date</p>
<p>Richard Endres</p> <hr style="border: 0.5px solid black;"/> <p>Treasure</p>	<p>6-21-2017</p> <hr style="border: 0.5px solid black;"/> <p>Date</p>