

## SAMPLE GOLF CLUB CONSTITUTION AND BY-LAWS

Your club should modify and adapt the following Articles to fit its particular circumstances and review the document with your counsel. Not all areas will apply to your club so please adapt the bylaws to your specific needs and requirements.

### **Article I - NAME**

The name of this golf club shall be \_\_\_\_\_ (Golf Club).

### **Article II - PURPOSE**

**FIRST:** To stimulate interest in golf at the \_\_\_\_\_ (course or company) by bringing together a group of golfers desirous of forming a golfing organization.

**SECOND:** To promote and foster among the members a closer bond and fraternity for their joint and mutual benefit, and to promote and conserve the best interests and true spirit of the game of golf as embodied in its ancient and honorable traditions.

**THIRD:** To encourage conformance to the USGA Rules of Golf by creating a representative authority.

**FOURTH:** To maintain a uniform system of handicapping as set forth in the USGA Handicap System and issue SCGA/USGA Handicap Indexes to the members.

**FIFTH:** To provide an authoritative body to govern and conduct club competitions.

### **Article III - MEMBERSHIP**

Section 1. Membership shall be available to (all men/women 18 years of age or older). There shall be a least 10 members (with a maximum membership of 300).

Section 2. Memberships in the club are individual and non-transferable (which is associated with the \_\_\_\_\_ privately owned and operated golf course).

Section 3. Only golfers with a reasonable and regular opportunity to play golf with fellow members and who can personally return scores for posting may be members and receive SCGA/USGA Handicap Indexes from the club.

Section 4. Membership confers no voice in the operation of any golf courses, clubhouses nor any facilities of the courses.

Section 5. Membership confers no special privileges in connection with any golf course.

Section 6. Memberships in the club are for a calendar year only, with all memberships expiring on (December 31st).

Section 7. The fiscal year for the club will be (January 1st through December 31st).

(Section 8. Each candidate for membership shall be proposed and seconded by two active members in good standing. The Board of Directors shall act upon each proposal by vote and two negative votes shall disqualify any candidate.)

(Section 9. The Board of Directors may confer honorary memberships upon those whom they feel have contributed to the advancement of golf. The unanimous affirmative vote of the Board shall be required to approve such action.)

Section 10. In the event that any member of the club shall commit any act which reflects discredit or disrepute thereon or shall refuse or neglect to comply with the rules and regulations adopted by the Board of Directors or the duly appointed officers, such member shall be subject to suspension or expulsion after (ten days) written notice and the right to be heard, by a vote of two-thirds of the Board of Directors at any regular meeting or special meeting called for such purpose.

Section 11. The annual meeting of the \_\_\_\_\_ shall be held on the (third Wednesday in the month of October). The Board of Directors shall provide for the holding of such other meetings as may be deemed necessary or desirable, and they shall call special meetings upon written petition signed by not less than (ten percent of the membership).

Section 12. A legal quorum at any meeting shall be (twenty) members present in person or by proxy. Each active member in good standing shall be entitled to one vote.

Section 13. All membership fees and dues shall be established by the Board of Directors from time to time in such amounts as they deem to be adequate to operate and maintain the club. Members shall be liable for dues until their (written resignation has been received and accepted). All monies collected shall accrue to the benefit of the membership.

#### **Article IV - BOARD OF DIRECTORS**

Section 1. The Board of Directors shall consist of (five) members in good standing of the \_\_\_\_\_ and they shall exercise all powers of management of the club not specifically excepted by these By-Laws. (The Board of Directors shall include the General Manager of the golf courses or his nominee.)

Section 2. At least five weeks prior to the Annual Meeting, the Board of Directors shall appoint a nominating committee consisting of five members of the organization. At least four weeks prior to the Annual Meeting, this committee shall submit to the Board and shall post upon the

club bulletin board a list of nominees to fill any vacancies for the term of office beginning on the day of the meeting. Names of other members in good standing may be nominated by petition signed by a least (ten) members and submitted to the Board at least two weeks prior to the Annual Meeting. At least one week prior to the Annual Meeting, a list of all candidates nominated shall be mailed to each member at their last known address and a copy of such list shall be posted on the club bulletin board.

Section 3. Voting shall be written ballot and those names receiving the greatest number of votes cast shall be declared to be elected. The Board shall appoint a committee of three judges who are not members of the Board or candidates for election to supervise the election.

Section 4. The Board of Directors shall meet at such times and places as they may select and a majority of the Board shall constitute a quorum at any meeting.

Section 5. In the case of any vacancy through death, resignation, disqualification or other cause, the remaining directors, even though less than a quorum, may elect a successor by majority vote to hold office for the unexpired term of the director whose place shall be vacant, and until the election of his successor.

#### **Article V - OFFICERS AND COMMITTEES**

Section 1. Within (ten days) after the annual meeting and election, the Board of Directors shall meet and elect the officers.

Section 2. The officers shall consist of president, vice-president, secretary and treasurer, 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 Board of Directors shall authorize and define the powers and duties of all committees. 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.

Section 4. The following committees shall be appointed each year, with such other committees as the president may deem necessary or advisable:

Tournament Committee to arrange and schedule with the management of any golf course as necessary, and conduct all intra-club and inter-club competitions.

Handicap Committee composed primarily of members with the responsibility to establish a fair and proper system of handicaps in accordance with procedures set forth in the USGA Handicap System Manual and requirements of the Southern California Golf Association.

Membership Committee to investigate and act upon all applications for membership and to recommend appropriate action to the Board of Directors.

Social Committee to encourage and arrange social entertainment features and events for special occasions.

**Article VI - AMENDMENTS TO BY-LAWS**

Section 1. The Board of Directors shall have the power to repeal or amend any of these By-Laws provided that such action shall not be effective until approved by a majority vote of the members of \_\_\_\_\_ club at a meeting held in accordance with the provisions contained herein.