

**LIBERTY LAKE/MEADOWWOOD GOLF CLUB**

**BY-LAWS/CONSTITUTION**

**ARTICLE I – NAME**

The name of this organization shall be:

**THE LIBERTY LAKE/MEADOWWOOD GOLF CLUB**

**ARTICLE II – PURPOSE**

The purpose of this organization is:

- (1) To provide the membership with the opportunity to engage in friendly, fun-oriented golf activities.
- (2) To provide members of the Liberty Lake/MeadowWood Golf Club the opportunity to establish and maintain golf handicaps as provided by the United States Golf Association: (USGA)
- (3) To promote an environment that allows an enjoyable round of golf for both our members and the general public. Setting a good example by: maintaining a proper pace of play; replacing divots; repairing ball marks; raking bunkers; refraining from the use of abusive language and by working closely with the County Commissioners and their appointed agents.

**ARTICLE III – GOVERNING BODY**

A board of directors, made up of the following elected officers and committee chairmen, shall conduct the affairs of the organization.

The officers shall be: President, Vice President, Secretary, Treasurer, Immediate Past President, One (01) Handicap Chairman, One (01) Tournament Chairman, and three (03) At-Large Directors.

The Secretary and Treasurer positions may be combined at the discretion of the board of directors.

These officers and directors shall be elected by the membership at the annual meeting. These officers, directors and committee chairmen shall take office the first day of December of the election year. The President and Vice President shall be elected for a period of two (02) years. Their terms shall be offset by one year. Either a President or Vice President shall be elected each year. The Secretary, Treasurer, Handicap Chairman and Tournament Chairman shall be elected for a two (02) year term. The three (03) Directors shall serve for a three (03), two (02),

and one (01) year term. Each subsequent year, a new At-Large Director shall be elected to replace the At-Large Director leaving office.

The new At-Large Director shall be elected for a three (03) year term. If a vacancy arises in any elective office, for any reason, the president shall appoint a replacement, with the approval of the board of directors.

#### **ARTICLE IV –ELECTION OF OFFICERS**

The president shall appoint a nominating committee consisting of at least three (03) members, who shall nominate a slate of officers and committee chairmen for the coming year/years. The nominated slate of officers and committee chairman shall be posted at both clubhouses prior to the annual meeting. The election shall be at the annual meeting held in August or September. The membership shall have the opportunity to make nominations from the floor. Voting shall be by ballot. If only one candidate is nominated for each open office, a show of hands will suffice. Voting members must be present to vote. No absentee ballots will be allowed. Those receiving a plurality of the votes shall be elected.

#### **ARTICLE V – MEETINGS**

General membership meetings of the Liberty Lake/MeadowWood Golf Club shall be held four (04) times each year. The first meeting of the year shall be held in early spring. The final meeting shall be held in the fall and will be the annual meeting. The board of directors meetings shall be at the call of the president. The board of directors shall conduct the business of the club and a quorum for the transaction of business shall be six (06) officers/directors or committee chairmen. Special meetings can be called by the president or by a quorum of the board of directors.

#### **ARTICLE VI – TYPES OF MEMBERSHIP**

A **REGULAR MEMBER** shall be a minimum of 18 years of age and pay the regular dues determined by the board of directors and be entitled to participate in all Golf club activities and be eligible to hold elective office and vote in the club's elections.

A **JUNIOR MEMBER** shall be less than 18 years of age in the current year of membership and shall pay dues determined by the board of directors. A junior member is not entitled to hold any elective office or vote in any elections.

**ASSOCIATE MEMBERS must be a paid member of another USGA Golf club. Dues for an associate member of the Liberty Lake/MeadowWood Golf Club shall be determined by the board of directors. An associate member is not entitled to hold any elective office or vote in any Liberty Lake/MeadowWood Golf Club elections.**

**Dues shall be payable as of March 1<sup>st</sup> otherwise members shall be inactivated until such time as their membership dues are paid.**

**Members who have not paid their dues will not be allowed to participate in any club events. No dues shall be refunded to any member whose membership as been terminated for any reason. No dues will be prorated. Membership can be attained by payment of all dues and assessments, if any. Privileges of membership is extended from January 1, through December 31 of the year, unless forfeited sooner due to conduct detrimental to the purpose of the club.**

## **ARTICLE VII – RULES AND REGULATIONS**

**The Rules and Regulations of the Liberty Lake/MeadowWood Golf Club will be adhered to as set forth by these by-laws/constitution. If there are any discrepancies between the by-laws/constitution of the Liberty Lake/MeadowWood Golf Club and the rules and regulations of the USGA’s rules and regulations, the USGA’s rules and regulations will supersede.**

## **ARTICLE VIII –GRIEVANCES/PROCEDURES**

**All grievances shall be submitted in writing to the president. The grievance will be presented by the president to the board of directors at the next regularly scheduled board of directors meeting or the president may call a special meeting of the board of directors if the grievance is of a serious nature. If any action is taken, the board of directors will mail a notice to the affected member. The member will be given two (02) weeks advance notice inviting them an opportunity to speak on their own behalf. At the discretion of the board of directors, it’s decision, if any, may be revealed to the general membership in writing.**

## **ARTICLE IX – PENALTIES**

**Any member willfully violating the rules and regulations of the Liberty Lake/MeadowWood Golf Club, or the rules and regulations of the USGA, by unacceptable conduct toward another club member, may be subject to a letter of reprimand, notice of suspension or expulsion from all of the privileges of the Liberty Lake/MeadowWood Golf Club by a majority vote of the board of directors at a special or regular meeting of the board of directors at which a quorum is present.**

## **ARTICLE X – DUTIES OF THE OFFICERS**

**PRESIDENT:** The president shall serve as chairman of the board and preside over all meetings of the Liberty Lake/MeadowWood Golf Club. The president shall have the power to appoint, from the membership, committees necessary to assist in carrying out the function of the club. In the event that the office of the president is permanently vacated, the board of directors will appoint a successor.

**VICE PRESIDENT:** The vice president shall serve as president of the club in the absence of the president. The board of directors may, as it sees fit, add additional duties to this office.

**SECRETARY:** The secretary shall be recorder for all meetings of the Liberty Lake/MeadowWood Golf Club. The secretary shall be responsible for all correspondence necessary in carrying out club activities. Written minutes of all meetings of the club shall be submitted to the president within seven (07) days after the meeting.

**TREASURER:** The treasurer shall receive all monies for the club and make necessary disbursements under the direction of the president and the board of directors. All disbursements shall be by check and will be signed by the treasurer or the president of the club. The treasurer shall provide the board of directors a treasurer's report at each scheduled board of directors meeting. The treasurer's books shall be open at all times for audit purposes by the officers or the board of directors of the club.

**The board of directors shall prepare a budget prior to the spring meeting.**

**An audit committee appointed by the president shall audit the accounting records of the club at the close of each term or at the discretion of the board of directors.**

**TOURNAMENT CHAIRMAN:** The tournament chairman shall prepare a schedule of golfing activities for the coming year and present it to the board of directors for approval. After approval, a list of activities shall be a part of the spring newsletter.

The tournament chairman shall be the one to organize and run the clubs tournaments, determine the winners of the tournaments and work with the president and treasurer in receiving and dispensing tournament funds. The tournament chairman shall keep records of all trophies won during the year. This list will be given to the person who is responsible for ordering the trophies.

**HANDICAP CHAIRMAN:** The handicap chairman will be responsible for the revision of the members' handicaps. New handicaps will be posted according to the USGA schedule. Handicaps will be determined under the rules of the USGA.

In order for a new member to participate in club sponsored activities, they must establish a handicap with a minimum of five (05) eighteen hole scores. This temporary handicap shall be figured and approved by the handicap chairman.

The handicap chairman shall: establish procedures for posting of scores, display handicap revisions, monitor the posting of scores to determine if members are complying with the spirit of the USGA system and report any discrepancies to the handicap committee. The president must appoint a handicap committee, according to USGA regulations. The handicap committee will make any decisions necessary concerning irregular posting of scores. The handicap committee will be made up of the handicap chairman, two (02) active members of the Liberty Lake/ MeadowWood Golf Club, and two (02) of our PGA Professionals.

**PUBLICITY CHAIRMAN:** The president will appoint a publicity chairman who will work with the president and tournament chairman to dispense information concerning club activities.

## **ARTICLE XI – COMPENSATION**

The board of directors shall decide each year if any compensation will be paid to any officer, committee chairman or other person or organization.

## **ARTICLE XII – AMENDMENTS**

**The By-Laws/Constitution of the Liberty Lake/MeadowWood Golf Club may be amended in the following manner:**

- (1) Any member of the board of directors may propose amendments to the By-Laws/Constitution by submitting them to the board of directors.**
- (2) The board of directors shall harmonize all such proposed amendments and two (02) weeks prior to the annual meeting post the proposed amendments for the membership to read.**
- (3) Proposed amendments may be adopted by a simple majority vote of the members present at the annual meeting.**
- (4) All amendments to the By-Laws/Constitution shall come into effect when adopted, or at a time specified in the amendments.**

**Revision to Article III and Article VI approved by membership 8-22-15.**

**Revision to Article V approved by membership 9-29-17**

**Revision to Article III approved by membership 9-28-18**

**Revision to Article V approved by membership 9-27-19**