

**Amended By-Laws September 27, 2023**  
**INLAND EMPIRE SENIOR’S GOLF ASSOCIATION**

**ARTICLE I**

**NAME:**

This non-profit organization shall be called the Inland Empire Senior’s Golf Association (IESGA).

**ARTICLE II**

**OBJECTIVES:**

The objectives of this Association are to encourage social interaction and friendly competition in golf between members of the Association through a series of golf tournaments held each golf season, culminating in an Association Championship Golf Tournament.

**NON-DISCRIMINATION POLICY:**

Inland Empire Senior’s Golf Association is an equal opportunity organization and will not allow discrimination based upon ethnicity, ancestry, national origin, disability, race, religion, marital status, sexual orientation, political orientation, socioeconomic background, or any other status prohibited by applicable law.

**CONFLICT OF INTEREST POLICY:**

Board members and Officers have an obligation to conduct business within guidelines that prohibit actual or potential conflicts of interest.

An actual or potential conflict of interest occurs when an individual is in a position to influence a decision that may result in personal gain or gain for a relative as a result of IESGA’s business dealings. For the purpose of this policy, a relative is any person who is related by blood or marriage, or whose relationship with the Board member or Officer is similar to that of persons who are related by blood or marriage.

No presumption of a conflict is created by the mere existence of a relationship with outside firms. However, if an individual has any influence on any material business transaction, it is imperative that he or she discloses the existence of a potential conflict of interest to the Board as soon as possible so that safeguards can be established to protect all parties.

Personal gain may result not only in cases where a Board member, Officer, or a relative has a significant ownership in a firm with which IESGA does business, but also when an individual receives any kickback, bribe, substantial gift, or special consideration as a result of any transaction or business dealings involving IESGA.

When a possible conflict of interest arises, the Board will collect all of the pertinent information and question any concerned parties. If the Board determines that a conflict exists, steps will be taken to address the conflict. If no conflict exists, the inquiry will be documented and no further action will be taken. When an actual conflict of interest is found, any previous transactions that may have been affected will be reviewed retroactively. Affected parties both within and outside the organization will be notified. An investigation will also be conducted by the Board to determine the extent of the conflict and the intentions of the parties involved. If the conflict in question involves a member or members of the Board, such a member will be excused from the deliberations. The Board of directors has full discretion to deem what disciplinary action is both fitting and necessary, including suspension and/or termination of membership.

**ARTICLE III**

**BOARD OF DIRECTORS:**

The Board of Directors shall normally consist of *twelve* members, *three* of which are the *President*, Vice President, and the immediate past president.

**TERMS:**

Board members shall serve a term of three years. Each year, the membership shall elect four eligible seniors to the Board at the Association's annual meeting to replace the Board members whose terms have expired. Newly elected Board members shall assume their duties at the conclusion of the Annual Meeting. If the immediate past president's three-year Board term expires at the end of his presidency, there shall be thirteen members of the Board for the subsequent year unless the immediate past president is re-elected to the Board by the membership.

**NOMINATIONS:**

At least thirty (30) days prior to the annual meeting, the Board of Directors shall solicit nominees from the active members to replace the four expiring members of the Board. Candidates may be placed in nomination by submitting applications in writing to the Board at least ten days prior to the annual meeting. No nominations may be made from the floor.

**ARTICLE IV****OFFICERS:**

The elected Officers shall be the President and Vice-President who shall be members of the Board of Directors and shall be nominated and elected annually by the Board. The President and Vice-President shall serve for one year.

The appointed Officers shall be the Secretary, Treasurer, Tournament-Handicap Chairman, and Web Master. They shall be appointed annually by the Board of Directors, and immediately assume the duties of their respective offices. Other permanent and/or temporary positions may be appointed by the Board of Directors as needed.

**DUTIES OF OFFICERS:**

**PRESIDENT:** The President shall preside at all meetings of the Association and report any matter which in his judgment may be important or of benefit to the Association. He shall be ex-officio a member of all committees and shall have power to fill all vacancies by appointment and shall be Chairman of the Board of Directors.

**VICE PRESIDENT:** The Vice-President shall act in the place and instead of the President in the event of his absence, inability, or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.

**SECRETARY:** The Secretary shall receive and process all mail related to IESGA business, to include membership applications, renewals, tournament entries, checks and deposit of checks. Provide to Treasurer the deposit file for each deposit. Attend Board meetings and submit for approval the minutes of said meetings. Prepare and mail the mass mailing to all members in the first week of March each year. Send new members welcome letters and maintain a file of current IESGA members. Conduct all other IESGA business as it applies to the record keeping of the Association and other secretarial duties as directed by the President or Board.

**TREASURER:** The Treasurer shall maintain all financial records of the Association. Maintain and balance the IESGA checking and savings account registers each month. Remit to each tournament venue the green fees required. Process and mail all refunds. Renew the license and file the annual report of the Association as a non-profit corporation with the Washington Secretary of State when due each January. File the necessary paperwork with the IRS annually to maintain tax exempt status as a Section 501(c)(7) Social Club. Renew the Officers and Board liability insurance policy due each April. Timely pay all gift certificates when presented to the IESGA by vendors. Maintain all records for the 1st half and 2nd half payouts and coordinate the mailing of same. Conduct all other financial business of the Association as directed by the President or Board.

**TOURNAMENT-HANDICAP CHAIRMAN:** The Tournament-Handicap Chairman shall be responsible for course setup, determining handicaps for players, setting tee times, assigning player groupings,

tabulating scoring, and determining the winners for each tournament. The Tournament-Handicap Chairman shall also Chair the Rules Committee and conduct all other tournament-related business of the Association as directed by the President or Board.

**WEB MASTER:** The Web Master shall be responsible for all aspects of the IESGA web page. Duties include updating and printing business cards; maintaining the Board of Directors and Officers page; posting entry forms and the season calendar; posting tee times, handicaps, and pairings sheets; posting Board meeting minutes, tournament results, payout updates, and the list of Club Champions at the end of the season. Conduct all other web page related business of the Association as directed by the President or Board.

**COMPENSATION:**

The Board of Directors shall determine the amount of compensation, if any, for elected and appointed Officers.

**ARTICLE V**

**MEETINGS:**

The time and place for all member and Board meetings of the Association shall be determined by the Board of Directors. Any number of members of the Association present at any authorized member meeting shall constitute a quorum. Seven (7) Board members present shall constitute a quorum for a meeting of the Board. All members shall be invited to an annual meeting to be held at the end of the golf season. A minimum of 30 days advance notice shall be provided for the annual meeting.

**BUSINESS:**

The order of business at Board meetings shall be:

- (1) Approval of the minutes of the previous meeting
- (2) President's report
- (3) Secretary's report
- (4) Treasurer's report
- (5) Committee reports
- (6) Unfinished business
- (7) New business
- (8) Election and appointment of Officers (when applicable)

The order of business at the annual membership meeting shall be:

- (1) President's report
- (2) Secretary's report
- (3) Treasurer's report
- (4) Election of Board members

**SPECIAL MEETINGS:**

The President may call a special meeting of the Association at any time. A special meeting may be called upon the request of at least ten members by submitting in writing the reason for the meeting and signed by the ten members.

**ARTICLE VI**

**MEMBERSHIP:**

Any amateur male (non-professional status golfer) who has reached the age of fifty (50) is eligible for an active membership. A membership may be refused or revoked by the Board of Directors.

**HONORARY:**

Any distinguished senior may, by a majority vote of the Board, be elected as an honorary member of the Association, thereby exempting annual dues. Honorary members must pay tournament entry fees.

## **ARTICLE VII**

### **HANDICAPPING:**

All handicaps shall be determined by the Tournament-Handicap Chairman, based on scores posted at golfing events sponsored by the Association. For new handicaps, a temporary system shall be used for the first three (3) event scores posted in Association events; however, GHIN handicaps may be used in lieu of the temporary system. Earned handicaps will be used after the temporary handicap. All IESGA handicaps are subject to review and may be adjusted when necessary. All members must have three (3) IESGA tournament rounds posted to qualify for the IESGA Championship.

## **ARTICLE VIII**

### **ANNUAL DUES:**

The annual dues will be set by the Board of Directors and confirmed by a vote of the membership at the annual meeting.

### **FEES AND CHARGES:**

There shall be an entry fee for all tournaments, the amount of which shall be determined by the Board. Every participant must pay the required entry fee prior to participating.

## **ARTICLE IX**

### **TOURNAMENTS:**

There shall be multiple tournaments during the season, concluding with a two-day tournament, which will determine the Club Champions for the year. The Board shall designate the time, place and conditions for all tournaments.

## **ARTICLE X**

### **AWARDS:**

The Association shall provide awards for all tournaments, including the Championship Tournament. Donations for prize drawings at the annual meeting will be accepted.

## **ARTICLE XI**

### **RULES COMMITTEE:**

All tournament play shall be subject to the USGA Rules of Golf.

The Board of Directors shall serve as Rules Committee for all tournaments, unless a special referee or committee of referees is appointed by the Board. The Tournament-Handicap Chairman shall Chair the Rules Committee.

If a member named by the reporting witness or witnesses as having committed a breach of USGA rules believes he did not commit a breach of rules, the Rules Committee or the designated referee or referees will convene as soon as possible and meet with all parties involved to hear both sides. All parties will mean anyone that witnessed the infraction or was a part of the discussion immediately after the infraction. The Rules Committee or the designated referee or referees may hear both sides together or separately.

The Rules Committee or the designated referee or referees will strive to make a ruling on the breach of USGA rules as soon as possible. Under no circumstances will a decision be made on a reported breach of rules before the member reported to have made the rules breach has had an opportunity to be heard.

The Rules Committee or the designated referee or referees will complete and keep safe a written record of all proceedings relating to a disputed breach of rules. Documentation of the notification of the hearing or hearings and the proceedings is of particular importance.