

Pacific Grove Golf Club By-laws

ARTICLE 1: NAME

The name of the club shall be the Pacific Grove Golf Club.

ARTICLE II: OBJECTS

The club shall be an organization of golfers whose home course shall be the Pacific Grove Golf Links and whose purpose shall be:

1. To promote club tournaments for its members.
2. To provide the privileges of membership in golf associations.
3. To foster among its members careful observations of all the rules and etiquette of golf.
4. To cooperate with municipal authorities in protecting the Links and the adjoining property for the greatest enjoyment of all golfers and residents.

ARTICLE III: MEMBERSHIP

The membership shall consist of:

1. Regular members who are at least eighteen years of age.
2. Honorary Members as approved by the Board of Directors.
3. Members of the Northern California Golf Association (NCGA), for the purpose of having *a USGA handicap and non-NCGA members who belong to the club for the sole purpose of playing in Club tournaments.*
4. Associate members who are approved by the Board of Directors on the basis of unusual circumstances or the benefit of goodwill. Associate members will not be required to pay dues. No more than eight such members are authorized.
5. All past presidents who have been active regular members for the most recent 15 consecutive years and who are age 65 or older may be given life memberships at the discretion of the Board of Directors. In rare cases where a member has contributed significantly over a long period but does not meet all the criteria for life membership, the Board of Directors may make an exception by naming that member a life member. Such action will require the unanimous consent of the Board of Directors. Life members are exempt from paying annual dues.
6. Golfers under the age of 18 may be admitted to special membership. They shall not have a vote and shall participate in club activities only by invitation of the Board of Directors for special functions.

ARTICLE IV: OFFICERS AND DIRECTORS

1. The officers of the club shall be a President, a Vice President, a Secretary, *a Treasurer* and six Directors. They shall be elected by the membership at the annual meeting and shall constitute the Board of Directors. A quorum shall consist of any combination of officers and directors totaling **six** or more.
2. The term of office for an Officer shall be one year. The term for a Director shall be two years. The Directors' terms shall be staggered so that three Directors shall be elected one year and three the next year.
3. The President shall preside over the Board of Directors. The President shall have the authority to appoint any committee deemed necessary to accomplish the purposes of the club and such committees shall report as the President may direct.
4. Elected Officers and Directors shall take office at the first regular meeting in October. The Club year shall be from October first to the last day of September. Vacancies occurring in any elective office shall be filled by appointment by the Board of Directors. Such appointments shall be in effect until the next annual election.
5. The Board of Directors shall exercise supervision over the business affairs of the club. Any Board member who is absent from two consecutive meetings without just cause (illness, job requirements, family crises, etc.) may be removed from the board by a vote of five or more of the Directors and Officers.

ARTICLE V: SECRETARY *and* TREASURER

1. The Secretary shall keep the minutes of all club meetings and all meetings of the Board of Directors. He or she shall keep a complete up-to-date record of the membership and notify appropriate club officials of all current members in good standing.
2. The Secretary *and Treasurer* shall be responsible for the collection of all dues and the disbursement of funds subject to the approval of the Board of Directors. All disbursements must be by check and bear the signature of both the Treasurer and the President or the Vice President. ***Reimbursements to the Treasurer will be signed by the President and the Vice President.*** The **Treasurer** shall present a monthly financial report at each regularly scheduled Board meeting and an annual financial report at the annual membership meeting.
3. In order to assure continuity and maintain historical integrity, the Secretary *and Treasurer* will keep all financial and other pertinent information in an orderly manner, stored in a binder, folder or similar container. When a new Secretary *and/or Treasurer* is elected, the outgoing Secretary *or Treasurer* will give the binder to the newly elected Secretary *or Treasurer*.

4. The Secretary *and Treasurer* shall *each* receive compensation of **\$250.00**.

ARTICLE VI: TOURNAMENT DIRECTOR

1. A Tournament Director shall be appointed by the President. Said appointee shall be in charge of all club tournaments.
2. The Tournament Director shall be responsible for certifying and recording in a permanent form all tournament scores and awarding prizes in all club activities. The Tournament Director shall be guided by the Tournament Manual in conducting various tournaments and awarding of prizes. The Tournament Director shall maintain the Club website.
3. *The Tournament Director will recommend two additional members of the club and appointed by the President to be part of the Tournament Committee. The Tournament Director and the two additional members of the Tournament Committee will each receive compensaton of \$500.00.*

VII: SPECIAL TOURNAMENT ELIGIBILITY

1. To be eligible to compete in the club's annual championship tournament in September, the member must be a regular member in good standing *and have played in three club events in the previous year.*
2. In order to be eligible to compete in, and to represent the Pacific Grove Golf Club in any NCGA tournament for which the club pays the entry fees, the member must be a regular club member in good standing *and be a member of the NCGA via membership in the Club.*

ARTICLE VIII: HANDICAP CHAIRMAN

A Handicap Chairman shall be appointed by the President. The Handicap Chairman will be guided by the club's Handicap Manual and in accordance with the current NCGA and USGA regulations.

ARTICLE IX: ANNUAL CLUB REVIEW

Periodically, but not less then three years, the President shall appoint a committee of up to three members to review the status of accounts of the Club.

ARTICLE X: ANNUAL MEETING

1. The annual meeting for the purpose of electing Officers and Directors shall be held in September. Notice of this meeting shall be included in the annual newsletter notifying members of the Club championship and annual membership renewal. All regular club members in good standing shall be eligible to vote. Voting shall be by secret ballot. Ten or more regular club members shall constitute a quorum at an annual meeting.
2. Nominations from the floor may be made by any regular club member in good standing.
3. The President shall, at the annual meeting, appoint an election committee consisting of regular club members in good standing who are not nominees for election.

ARTICLE XI: OTHER CLUB MEETINGS

1. Regular meetings of the Board of Directors will be held monthly. *The dates, times and locations of such meetings will be determined by the Board of Directors.* All members of the club are welcome and invited to attend any such meeting.
2. The President or a majority of the Board of Directors may, at their discretion, call a special meeting of the club members and are required to do so at any time upon written request of twenty or more regular members. Seven days notice of such meeting and the reason for the meeting shall be given to each regular member in good standing. Only business for which the meeting is called will be considered. Ten or more regular club members shall constitute a quorum at a special club meeting.

PRIMARY MOTIONS:

Only members of the Board of Directors can make, second or vote on a primary motion. Such motion is carried by a simple majority of the Board of Directors present.

SECONDARY MOTIONS:

Any regular club member in good standing can make, second or vote on a secondary motion. Such motion is carried by a simple majority of the members present. A secondary motion so carried becomes a directive to the Board of Directors upon which action must be taken before or during the next scheduled board meeting.

ARTICLE XII: NEW MEMBERS

Application for club membership shall be made on the form provided by the club and signed by the applicant *and include the appropriate initiation fee.*

ARTICLE XIII: FEES AND DUES

1. The initiation fee and *annual* membership dues shall be set by the Board of Directors.
2. *Those members desiring NCGA membership will pay the amount required at the time of initiation and when the annual renewal is due.*
3. It shall require a two-thirds vote of the Board of Directors present to change the fees and dues. Sums set at such meeting shall be in force immediately and continue for the club year.
4. The annual membership dues are payable after receipt of the billing notice and will be delinquent after September 30. *-If dues have not been received by November 1st, the member will not be eligible to play in club events. If dues have not been received by December 1st, the member may be dropped from the club roster.*

ARTICLE XIV: DISCIPLINE OF MEMBERS

The Board of Directors may, by majority vote, take appropriate disciplinary action against any member whose conduct has been contrary to the best interests of the club. Action by the Board is effective immediately. In the case of suspension or removal from the club the effected member will be given the opportunity to be heard by the Board. The effected member is ineligible for club events until a final ruling by the Board has been made.

ARTICLE XV: AMENDMENTS

These by-laws may be amended in whole or in part by two-thirds vote of the members at any annual meeting or special meeting called for that purpose. These by-laws shall be reviewed *whenever major changes have been approved by the Board*. Any recommended changes will be presented to the membership at the annual meeting or a special meeting called for that purpose.

Revision date: May 5, 2021

Revision Committee:

*Rich Baloga, Gene Cooney
Vic Jacobsen*