

**CEDAR KNOB MEN'S GOLF ASSOCIATION  
CONSTITUTION AND BYLAWS**

Revised

October 24, 1972

October 30, 1989

January 27, 1996

December 15, 2011

March 8, 2018

June 15.2022

# **CEDAR KNOB MEN'S GOLF ASSOCIATION CONSTITUTION AND BYLAWS**

## **ARTICLE I - NAME**

### **Section I.**

The name of this organization shall be Cedar Knob Men's Golf Association.

## **ARTICLE II - PURPOSE**

**Section I.** The purpose of this organization is to promote good fellowship and sportsmanship by playing golf and maintaining social contacts through association with brother members of this club.

## **ARTICLE III - MEMBERSHIP**

### **Section I.**

Active membership shall consist of qualified persons who have paid their dues for the current year. Current year is defined to mean from January 1 of the current calendar year through December 31 of the current calendar year.

### **Section II.**

Each candidate for active membership shall make an application over his own signature to the membership committee.

### **Section III.**

An active member (member in good standing) is one who has paid his dues for the current year.

### **Section IV.**

A candidate shall be at least 18 years of age.

## **ARTICLE IV - DUES**

### **Section I.**

The yearly fee for membership for all eligible applicants shall be established for the ensuing year by the Executive Board of the Cedar Knob Men's Club Association.

### **Section II.**

Active members shall be certified as members for competitions held by the USGA and other associations of which the club may be a member.

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## ARTICLE V - MEETINGS

### Section I.

The regular meetings of this club shall be held at a time and place to be determined by the President. Meetings will be held in such a place as the club may determine and may be postponed or omitted by a majority vote of present at any regular meeting. Complete minutes must be kept at all meetings.

### Section II.

Special membership meetings shall be called by the President or by a majority of the Executive Board, or by a written request of not less than 10 members in good standing, providing such notices of meetings are posted in writing on the club bulletin board and emailed to all members no less than one week in advance of such meeting. The business of such a meeting shall be confined to the matter set forth in notices of special meeting.

### Section III. The order of business at club meetings shall be:

1. Calling the meeting to order.
2. Secretary's report of previous meetings and reading of communications and bills.
3. Treasurer's report of financial condition.
4. Report of the Executive Board and reading of their minutes.
5. Reports of committees.
6. Unfinished business,
7. New business.
8. Adjournment.

## ARTICLE VI - QUORUM

### Section I.

A quorum shall consist of fifteen percent of members in good standing for transaction of business at any regular meeting of this association. **Article VII Elections**

The annual election of officers and all members of the board shall be held during a 3-week period prior to the closing day outing event. It will be of paper ballot which will be available in the pro shop.

Results of such elections will be posted prior to the closing day event.

If a board position runs un-opposed, no vote will occur in that year for that position.

Membership will receive a minimum of 30- day notice for such elections or if a vacancy occurs during the course of the year.

Any member wishing to run for a set board position must notify the President or the first Vice President prior to Labor Day of that year.

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## **ARTICLE VIII - OFFICERS AND EXECUTIVE BOARD MEMBERS**

### **Section I. The Officers of this club shall be:**

1. President
2. First Vice President (Tournament Chair)
3. Second Vice President (Social Chair)
4. Secretary
5. Treasurer

The Executive Board shall consist of the Officers of the club and together with the immediate past President as Ex-Officio (see Article X) and the Chairmen of these Standing Committees: Tournament, Social, Membership, Handicap, and Tee Placement.

## **ARTICLE IX - DUTIES OF STANDING COMMITTEE CHAIRMEN**

### **Section I. Tournament Committee**

This committee, chaired by the First Vice President, shall be responsible for drawing up the tournament schedule for the current year, subject to the approval of the owners and club professional; and for the preparation, processing, and communication of each club tournament and result.

### **Section II. Social Committee**

This committee, chaired by the Second Vice President, shall be responsible for social functions or other affairs as recommended by the Executive Board.

### **Section III. Membership Committee**

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This committee shall be responsible for the recruitment and orientation of new members; the mailing, collection, and processing of membership applications; and for the keeping and updating of the automated membership records.

## **Section IV. Handicap Committee**

This committee shall be responsible for all aspects of the USGA Handicap System. Committee shall verify that all acceptable scores are reported for handicap purposes. It shall advise members how and where scores are posted, determine penalties for members failing to post scores, determine which rounds will be designated as tournament scores, and prepare handicap reports for membership.

## **Section V. Tee Placement Committee**

This committee will place the men's club tee markers out before each tournament and pick them up at the conclusion of play. The tee markers should be placed so there are six markers in front of the yardage block, six at the block, and six behind the block.

## **Article X Tenure of Office**

### **Section I**

In order to have continuity with the board the following positions will have such terms.

President has first term of 1 year in length and if re-elected this will be a 2-year term. After 2 consecutive terms this position must have a year break in service.

First Vice President (Tournament Chair) will be of 3-year term

Second Vice President (Social Chair) will be of 4-year term

Secretary will be of 2-year term

Treasurer will be of 3-year term

Membership will be of 2-year term

Tee placement will be of 1 year term

Handicap Chair will be of 1-year term

All positions except the President have no limits to the number of consecutive terms

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## **ARTICLE XI - DUTIES OF OFFICERS**

### **Section I.**

The President shall preside at all meetings of the club and the Executive Board, and have a deciding vote in the event of a tie. The President shall appoint any special committees, and serve as Ex-Officio on the Executive Board of the following year. The president shall have the authority to sign the necessary checks in the absence of the Treasurer. The President shall perform such other duties as customarily pertain to the office of the President or as he may be directed to perform by the membership or the Executive Board.

### **Section II.**

The First Vice President shall preside as chairman of the Tournament Committee. He shall assist in keeping order at all meetings and shall perform all duties of the President in his absence.

### **Section III.**

The Second Vice President shall preside as chairman of the Social Committee. He shall perform all duties of the First Vice President in his absence.

### **Section IV.**

The Secretary shall maintain full and correct records of all meetings of the members of the Executive Board. The minutes must be read at the next regular meeting of the club for proper action. The Secretary shall perform such other duties as may be directed by the membership or the Executive Board.

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## **Section V.**

The Treasurer shall have custody of all funds, securities, and valuable papers; and shall sign all checks, draft notes, and all other financial obligations of this club as authorized by the membership or Executive Board. The Treasurer shall provide and maintain full and complete records of all assets and liabilities, and shall prepare and submit to the membership and Executive Board an Annual Report showing the financial condition of this organization.

## **ARTICLE XII - DUTIES OF THE EXECUTIVE BOARD**

### **Section I.**

The President or a quorum of the Executive Board may call a special Executive Board meeting as necessary or where and emergency requires it. The business of the special meeting shall be stated in the notice. The Executive Board shall have the authority to take action on any emergence which may develop between regular meetings of the club.

### **Section II.**

If a membership quorum is not present at a regular scheduled club meeting, the Executive Board may meet instead to take action on any pressing business, provided there is a quorum of the Executive Board present. A quorum shall consist of four members of the Executive Board.

### **Section III.**

The purpose of the Executive Board shall be to guide and conduct this organization for the best interest of all members.

## **ARTICLE XIII - OBLIGATIONS AND DISCIPLINES**

### **Section I.**

The acceptance of membership in this club shall bind each member to uphold all of the provisions of the bylaws and other rules made by the club, and to accept and enforce all rules and decisions of the Executive Board acting within its jurisdiction.

### **Section II.**

Members shall be subject to suspension or expulsion for unbecoming conduct detrimental to the game of golf, the good name of the club, or the proper functioning or administration of the club. Any member failing in his obligations as set forth above may be suspended or expelled by a two thirds vote of all members of the Executive Board, provided such member has been given due notice in writing of the charges preferred against him and an opportunity to be heard in his own defense.

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**ARTICLE XIV - PARLIAMENTARY AUTHORITY**

**Section I.**

Robert's Rules of order shall govern the conduct of business in all cases in which they are applicable and not in conflict with this constitution and bylaws.

Signed President \_\_\_\_\_

Secretary\_\_\_\_\_