

IRONWOOD MEN'S GOLF ASSOCIATION CONSTITUTION AND BY LAWS

IRONWOOD MEN'S GOLF ASSOCIATION CONSTITUTION

Article I. Name

The name of this organization shall be the Ironwood Men's Golf Association, hereafter referred to as IMGGA.

Article II. Purpose

The purpose of the IMGGA shall be:

- A. To promote, encourage and advance men's golf in accordance with the rules adopted by the United States Golf Association (USGA), subject to local rules.
- B. To promote courtesy and sportsmanship in the game of golf.
- C. To promote the further development of the Ironwood Golf Course.

Article III. Membership and Eligibility

- A. Any man who is eligible to be a member of the Ironwood Golf Course is eligible to be a member of IMGGA.
- B. All members, in good standing, shall be entitled to vote, serve on committees, serve as a committee chairs, and be elected to any available position.
- C. A member is expected to play the game of golf in accordance with normally accepted standards of etiquette and in accordance with the rules of golf. In addition, he is expected to treat other members with respect. Any member who is charged with misconduct shall be subject to suspension or expulsion. Charges must be made in writing to the Executive Board and, if made, the accused shall:
 - 1. Be given written notice as to the charges;
 - 2. Be given a hearing with the Executive Board;
 - 3. Be notified by the Executive Board as to their determination of any action.

Article IV. Membership Dues

- A. Annual dues will be accepted beginning November 1. To be eligible for January 1 play, payment must be made by December 24.
- B. Annual dues will be determined by the Executive Board each year, and are not refunded for any reason.

Article V. The Executive Board and the IMGGA Board

- A. The Executive Board shall consist of all elected officers: President; Vice President; Treasurer; and Secretary.
- B. Elected officers must be an IMGGA member in good standing.
- C. Elected persons holding office can be removed from office by a two-thirds (2/3) vote of the membership.
- D. The IMGGA Board shall consist of the Executive Board and all committee chairs.
- E. Five (5) members of the IMGGA Board, including at least two (2) elected officers, shall constitute a quorum.
- F. The IMGGA Board shall not be held liable, either individually or collectively, for any legal action directed toward the IMGGA.

Article VI. Terms of Officers

- A. The terms of an elected officer shall be for a twelve (12) month period beginning January 1 and ending December 31. The term of an elected officer can be no more than two (2) consecutive terms in the same office. The Treasurer can only serve a two year consecutive term.

The maximum consecutive term of office for the positions of President, Vice President, and Secretary shall be waived if there are no candidates for the offices of these three (3) positions. As a result any present officer of the Executive Board may then run for any of these three (3) positions.

- B. Should the office of President become vacant the Vice President shall succeed.
- C. Should an Executive Board position become vacant during a term, the current President will appoint a person to fill the vacancy for the remainder of that term.

- D. In unforeseen situations, during the election process, the current Executive Board shall make all decisions as deemed necessary.

Article VII. Standing Committees

- A. Standing Committee Chairman shall be:

- AGA (Arizona Golf Association) Liaison

- Greens and Grounds

- Handicap

- Orientation

- Publicity/Outreach

- Rules/Regulations/Procedures

- Tournaments and League Play

- Pairings: A.M. and P.M.

- Scoring: A.M. and P.M.

- Tournament Prizes and Posting

- Website Manager

- Current Past President

- B. Chairmen of the Standing Committees shall be appointed by the President.
- C. In addition to the Executive Board, only committee chairs and the current Past President will be allowed to vote, at scheduled IMGA meetings.
- D. The Executive Board will vote on major policy decisions.

Article VIII. Treasury Audit

- A. Audits shall be conducted annually on or about February 1st by at least one elected officer and one (1) club member who is a non-elected officer. The President shall select the audit committee.

IRONWOOD MEN'S GOLF ASSOCIATION BYLAWS

Article I. Duties of the Officers

Section 1. President

- A. Responsible for conduct and management of IMGGA affairs. Will appoint the Chairmen of the Standing Committees. Be Ex-Officio member of all committees, with the exception of the Nominating Committee.

Section 2. Vice President

- A. In the absence of the President, performs the duties and responsibilities of the President.
- B. Performs such duties as may be assigned by the President and the Executive Board.
- C. In charge of Special Events as assigned by the President or Executive Board.

Section 3. Secretary

- A. Keep appropriate minutes of all meetings.
- B. Will provide approved minutes for posting on website.
- C. Maintain records of correspondence
- D. Perform such additional duties as may be assigned by the President and Executive Board.

Section 4. Treasurer

- A. Maintain complete and accurate accounting of the IMGGA checking account activity. Provide year end summary and a proposed budget for upcoming year at the January meeting.
- B. Issue Checks as needed for IMGGA obligations.
- C. Maintain receipts and vouchers for all expenditures.
- D. Present financial reports at all business meetings.

Article II. Duties and Responsibilities of Chairmen of Standing Committees

Section 1. AGA (Arizona Golf Association) Liaison

- A. Will act as liaison between the AGA and IMGGA.
- B. Will provide all AGA correspondence to the IMGGA Board.

Section 2. Greens and Grounds Chair

- A. The chairman will act as liaison between IMGGA and the course Superintendent.

Section 3. Handicap Chair

- A. The chairman will maintain a current record, in conjunction with the Treasurer, of all members to include name, telephone number, e-mail address and status of annual handicap dues.
- B. The chairman will maintain the records provided by the AGA to insure the proper recording of scores and handicaps.

Section 4. Orientation Coordinator

- A. The Director will meet with new members for an orientation meeting to cover all procedures and expectations for membership in IMGGA.

Section 5. Publicity/Outreach Chair

- A. The chairman shall be responsible for obtaining tournament results and pictures of winners for publication to appropriate media.
- B. Will be responsible for condolences and get well cards as needed for IMGGA members.
- C. Will be the Chairperson for the Nominations Committee for elected positions.

Section 6. Rules/Regulations/Procedures Chair

- A. The Chairman shall familiarize himself with the "Rules of Golf" as adopted by the USGA. He shall interpret these rules for the membership in cooperation with the Club Professional. The Chairman may ask one (1) or more members to assist him.

Section 7. Tournament and League Play Chair

- A. The Chairman, with the approval of the Executive Board, shall schedule and conduct all weekly league play, as well as the Ironwood Cup and the Club Championship.
- B. The Chairman shall prepare and post the pairings for all league play. The Chairman may ask one (1) or more members to assist him.
- C. He will prepare and post the results of major tournaments.

Section 8. Tournament Prizes and Postings Chair

- A. The chairman will allocate prize money for the tournament winners and post the results at Ironwood, Oakwood and the IMGGA website. The chairman may ask one (1) or more member to assist him.
- B. The Chairman, or a member of his committee, will provide a list of prize winners and dollar amounts to the Ironwood Pro Shop for chit posting.

Section 9. Website Manager

- A. The Website Manager will maintain and oversee the IMGGA website with updates in all categories.

Section 10. Past President

- A. The most recent Past President will act in an advisory capacity to the IMGGA Board until the term of the current President is complete.

Article III. Meetings

Section 1. Executive and IMGGA Board Meetings

- A. Executive Board Meeting. The President or any Executive Board member may call for an executive meeting.
- B. The IMGGA Board meeting in January shall be known as the Annual Meeting and for the purpose of receiving the Annual Reports and the installation of officers.
- C. IMGGA Board Meetings shall be held monthly unless otherwise ordered by the President or the Executive Board.

Section 2. Special Meetings

A. Written/Special Request Meetings

It shall be the duty of the President to call a special meeting within thirty (30) days after receipt of a written or special request by at least 1/3 of the membership.

Section 3. Eligibility and Rules

- A. Robert's Rules of Order, revised, shall be the authority for all questions not covered by the IMGGA Constitution and Bylaws.

Article IV. Election of Officers

- A. The Nominating Chairperson shall oversee the nomination process.
- B. The Nomination Chair may select no more than two (2) IMGGA members to assist him.
- C. This committee will seek and accept nominations consisting of one (1) or more names for each office. Nominees will be presented to the Executive Board at least 30 days prior to the December membership meeting.
- D. Following the approval of the nominees by the Executive Board, the Nominating Committee shall present the nominees at a special meeting in December. The nominees must be posted on the bulletin board or other assigned sight, at least two (2) weeks prior to the meeting.
- E. Forms shall be made available so that any member may submit, in confidence, their name for consideration by the committee 45 days prior to the December membership meeting. If there is more than one candidate for any office, election will be by written ballot, and the committee is responsible for the production, distribution, and counting of the ballots. The ballots shall be counted and the new officers announced two (2) weeks after the issue of the ballots. The Executive Board shall witness the ballot count.

Article V. Amendments

Section 1. Proposals

- A. The Constitution and these Bylaws may be amended at a meeting called by the Executive Board.
- B. A vote of at least two-thirds (2/3) of the members present is required.
- C. The proposed changes must have been posted on the bulletin board or other assigned sight, at least thirty (30) days prior to voting.
- D. All proposed amendments are effective upon approval.