

CONSTITUTION AND BY-LAWS
WINNETKA WOMEN'S GOLF CLUB

Article 1 NAME

The name of this organization shall be the Winnetka Women's Golf Club and shall be entitled in these by-laws as W.W.G.C.

Article 2 OBJECTIVE

The purpose of this organization of women is to promote interest in golf and to understand the U.S.G.A. Rules of Golf.

Article 3 OFFICERS AND DIRECTORS

Section 1

The officers of this organization shall be President, Vice-President, Secretary and Treasurer. These officers shall comprise the Executive Committee.

Section 2

The committee chairmen shall be:

Rules Chair

Tournament Chair

Events Chair

Prize Chair

Ringers Chair

Social Chair

Intersuburban League Chair

Publicity Chair

Section 3

The officers and committee chair shall constitute the Board of Directors

Section 4

A committee chair may have an assistant who may attend the board meetings but is not entitled to vote.

Article 4 NOMINATIONS AND ELECTIONS

Section 1

A Nominating Committee shall be appointed by the Board of Directors before the fall business meeting and shall serve one (1) year. It shall consist of one member of the Board of Directors who shall serve as chair and two (2) club members who are not members of the Board of Directors at the time of their appointment.

Section 2

The Nominating Committee shall submit to the general membership at the annual Fall business meeting a complete ballot comprising the names of candidates for office. There shall be one name only submitted for each office. A majority vote will elect the slate. The new Board will assume responsibilities at the joint Board of Directors meeting.

Section 3

All Board members are elected for a two (2) year term. No member of the Board of Directors may serve more than two (2) consecutive years in any one position unless approved by the Nominating Committee.

An elected member of the Board of Directors shall serve no more than four (4) consecutive years on the Board, with the following exceptions: a member having completed four (4) consecutive

years on the Board of Directors is eligible to remain on the Board of Directors in the office of President.

Section 4

The nominee for President must have served at least one (1) year on the Board of Directors.

Section 5

The Nominating Committee with the approval of the Board of Directors shall fill vacancies occurring on the Board of Directors. Such appointments to be valid only until the Fall annual meeting.

Article 5 DUTIES OF THE BOARD OF DIRECTORS

Section 1

The President shall preside at all meetings of the Board of Directors and at all business meetings of the W.W.G.C. She shall be an ex-officio member of all committees and shall chair the Executive Committee. The President shall not vote except when necessary to break a tie. The retiring President shall remain on the Board of Directors in an advisory capacity one year after leaving office, but shall have no vote.

Section 2

The Vice-president shall perform the duties of the President in her absence and shall be in charge of membership and publication of membership directory/handbook.

Section 3

The Secretary shall keep the minutes of all meetings of the W.W.G.C. She shall conduct all correspondence pertaining to W.W.G.C. and shall send out all necessary notices.

Section 4

The Treasurer shall be custodian of all funds of the W.W.G.C., showing all money received and disbursed. Financial information shall be open to inspection at all times. She shall confer with the President to establish a budget and shall present it to the Board of Directors for approval.

Section 5

The Rules Chair shall be Chair of the Rules Committee and shall submit suggested revisions of the Constitution, By-Laws and Standing Rules to the Board of Directors.

Section 6

The Tournament Chair shall be in charge of all tournaments. She shall be a member of the Rules Committee.

Section 7

The Events Chair shall be in charge of weekly events and determine the winners. She shall also oversee all handicaps and attendance. She shall be a member of the Rules Committee.

Section 8

The Prize Chairman shall be in charge of buying and distributing all tournament prizes and year-end awards.

Section 9

The Ringers Chair shall prepare and monitor the charts for ringers, approaches, and birdies earned, and distribute the awards.

Section 10

The Social Chair shall be in charge of all arrangements for social functions designated by the Board of Directors.

Section 11

The Intersuburban League Chair shall be in charge of inter-club team play and be the W.W.G.C. delegate to league meetings. She shall appoint an assistant who shall serve as co-captain as required by the I.G.L.

Section 12

The Publicity Chair shall report on W.W.G.C. activities to local publications, take photos and keep a scrapbook of same.

Section 13

It is the duty of each Board member to attend all meetings of the Board of Directors and submit an annual report of her office to the President.

Section 14

The Executive Committee may request the resignation of any Board member who is not fulfilling her obligation.

Article 6 MEMBERSHIP

The membership of this organization shall be open to women who meet the following September requirements:

- A. One must submit an official U.S.G.A. handicap based on a minimum of ten (10) scores, and play to a maximum handicap as determined by the Board of Directors.
- B. New members will be taken in order of receipt of application until maximum membership, as established by the Board of Directors, is reached. Priority will be given to Winnetka Park District residents.
- C. Priority will also be given to former members of the W.W.G.C., who resigned in good standing, provided they meet the current membership requirements.

Article 7 DUES

The Board of Directors shall fix the membership dues annually.

Article 8 MEETINGS

Section 1

The Board of Directors shall determine the general membership meetings and the meetings of the Board of Directors each year prior to the beginning of W.W.G.C play. These shall include an annual Fall business meeting of the general membership for the purpose of election of officers and directors and any other business that shall come before the meeting.

Section 2

Robert’s Rules of Order shall govern any situation not covered by this Constitution and By-Laws.

Article 9 AMENDMENTS

The Constitution and By-Laws may be amended by an affirmative vote of two thirds (2/3) of the members voting on the proposed amendment. Voting for a proposed amendment may occur at a general or special meeting of the members, by mail or by email. Amendments to the Constitution and By-Laws must be proposed by the Board of Directors. All members must receive written notification of proposed changes.