

BY-LAWS OF FALLBROOK WOMEN GOLFERS

Date Approved: TBD

ARTICLE I – NAME

The name of the Club shall be FALLBROOK WOMEN GOLFERS.

ARTICLE II – PURPOSE

The purpose of this Club shall be to promote and further an interest in golf among women. It shall be a non-profit organization. Activities will not in any way prejudice or discredit DoD Components or other agencies of the Federal Government.

ARTICLE III - RULES OF ORDER

Roberts Rules of Order, Revised shall govern the Organization in particulars not herein provided.

ARTICLE IV – MEMBERSHIP

SECTION 1. Qualifications:

- A. Club Membership shall be limited to members of the Fallbrook Women’s Golf Club.
- B. Members shall have or establish a handicap index, as recognized by Southern California Golf Association (SCGA).
- C. Dues shall be payable upon acceptance of membership application.

SECTION 2. Membership Classifications:

- A. Active Membership shall include a yearbook and entry fee for all regular weekly competition.
- B. Associate Membership is available. Associate Membership shall include a yearbook and eligibility to play weekly, Red & Blue, Member-Guest and Christmas events, but will not be eligible to participate in weekly sweeps or Major Tournaments.**
- C. Partial Year Membership. An individual may join during any time during the year and membership will be pro-rated.**

Recommend removing....C. Honorary Membership shall be awarded when deemed appropriate by the Board of Directors. Honorary Members shall not pay dues or be granted privileges of active membership.

SECTION 3. Regulation of Membership:

The Board of Directors shall regulate the number of members when necessary to properly organize tournaments and starting times. Membership discrimination based on race, color, creed, sex, age, disability or national origin will not be permitted.

ARTICLE V – DUES

SECTION 1.

Annual membership dues for each calendar year, January 1 through December 31, shall be payable in November and shall be considered delinquent after the first Thursday in December. A delinquent member will be dropped from the yearbook and will not be eligible for competition.

SECTION 2.

All membership dues shall be reviewed by October of each year by the Board of Directors. The Board's recommendation shall be approved at a General Meeting by majority vote of members present.

SECTION 3.

Active Membership dues shall be allocated by the Board of Directors.

SECTION 4.

Income shall not accrue to individual members expect through award recognition and tournament winning.

ARTICLE VI - GOVERNING BODY

The governing body shall be the Board of Directors.

SECTION 1. Board of Directors:

The Board of Directors, with voting privileges, shall consist of Elected Officers and the Appointed Standing Committee Chairmen.

SECTION 2. Elected Officers:

A. The Elected Officers shall be President, Vice-President, Handicap Chairman, Rules Chairman, Weekly Sweeps Chairman or Chairmen, Social Chairman, Major Tournament Chairman, Secretary and Treasurer. The term of office shall be one year, January 1 through December 31.

B. The President shall have been an active member of the Fallbrook Women Golfers for at least one year immediately preceding her term of office.

C. Officers may not be re-elected to the same office for no more than two consecutive terms.

SECTION 3. Appointments:

A. The President shall appoint Committee Chairmen as necessary.

B. The Board of Directors may appoint any active member to fill any vacancy of an elected office on the Board, and appointee shall hold office until the next succeeding election.

SECTION 4. Limitation of Expenditures:

The Board of Directors shall not have the authority to allocate Club funds in excess of \$100.00 for any one purpose without the approval of the majority of members present at a General Meeting.

SECTION 5. Quorum:

A simple majority of the Board of Directors shall constitute a quorum.

SECTION 6. Meetings:

The Board of Directors shall hold regular meetings (remove bi) bi- monthly prior to the monthly General Meeting. The President may call a special Board Meeting upon 24-hour notice to all Board members.

SECTION 7. Provision for Removal of Board Member:

Any member of the Board of Directors who shall be absent for three (3) consecutive regular meetings may be removed from the Board upon the vote of a majority of the remaining members.

SECTION 8. Records:

The Board of Directors shall keep a written record of its proceedings, and this record shall be open to inspection by membership at all times.

SECTION 9. References:

Members of the Board of Directors shall be supplied with copies of the By-Laws, Guidelines for Standing Committees and USGA Golf Committee Manuals.

ARTICLE VII - LADIES DAY

Ladies Day shall regularly be each Thursday.

ARTICLE VIII – MEETINGS

A General Meeting of all members shall be held monthly on the first Thursday of the month.

ARTICLE IX - ELECTION OF OFFICERS

SECTION 1.

A. By August 15 the President shall appoint one member of the Nominating Committee from the current Board of Directors and one member from the General Membership. Three members of the Nominating Committee shall be elected by the General Membership at the September General Meeting.

B. The Nominating Committee shall appoint its own Chairman. A copy of the proposed slate of officers shall be posted on the FWG website at least 25 days prior to the day of election. Additional candidates' names may be added with their consent, up to seven days prior to election day. At this time, the slate is to be removed from the website, and nominations shall be closed. There shall be no nominations from the floor. Members of the Nominating Committee shall be eligible for office.

SECTION 2.

The annual election of Officers shall be held at the November General Meeting.

SECTION 3.

Voting will be by voice vote except when there is more than one candidate for any one office, in which case election will be by written ballot, such ballots to be counted by an Election Committee of three members appointed by the President.

SECTION 4.

Installation of Officers ceremonies shall be held no later than the second Thursday in January.

ARTICLE X- DUTIES OF OFFICERS

SECTION 1. President:

A. The President shall preside at all General, special and Board of Directors meetings. She shall be an ex-officio member of all committees, except the Nominating Committee, and shall have the authority to appoint any committee necessary for the efficient functioning of the Club.

B. She shall appoint the Committee Chairmen as stated in Article VI, Section 3A.

C. It shall be the duty of the President to supervise generally all affairs of the Club and to see that the By-Laws and such rules and regulations as may be adopted by the Club are strictly enforced.

SECTION 2. Vice-President:

A. The Vice-President shall assume the responsibilities of the President in her absence.

B. She shall assume any other duties requested by the President.

C. The Vice President shall be responsible for processing new members who wish to join Fallbrook Women Golfers.

D. She shall present new members at the General Meeting and assist in their orientation.

E. She shall collect the annual dues and maintain a current list of Active, Associate and **Partial Year (recommend removing Honorary members)**. She will provide this list to the Treasurer and the Handicap Chair.

F. She shall be responsible for the coordination and publication of the yearbook, which is to include the schedule of events for the coming year.

SECTION 3. Handicap Chairman:

The Handicap Chairman shall be responsible for all aspects of handicapping, including keeping all necessary records for monthly computation.

SECTION 4. Weekly Sweeps Chairman or Chairmen:

A. The Weekly Sweeps Chairman or Chairmen shall be responsible for planning and conducting all Weekly Sweeps events.

B. In collaboration with the Major Tournament Chairman she or they shall prepare a schedule of events, as well as a proposed budget, for the calendar year to be approved by the Board of Directors. This schedule shall be printed in the yearbook.

SECTION 5. Major Tournament Chairman:

A. The Major Tournament Chairman shall be responsible for planning and conducting all competitions for Major Tournaments.

B. The Major Tournament Chairman, in collaboration with Weekly Sweeps Chairman, shall prepare a schedule of events, as well as a proposed budget, for the calendar year, to be approved the Board of Directors.

C. She shall be responsible for notifying the membership of any changes in scheduled tournaments.

SECTION 6. Social Chairman:

The Social Chairman shall be responsible for planning and making necessary arrangements for social functions of the Club.

SECTION 7. Rules Chairman:

The Rules Chairman shall be governed by the USGA Rules and Local Rules, where applicable. The USGA Rules of Golf shall govern decisions made by the Rules Committee, and the decision shall be **FINAL**.

SECTION 8. Secretary:

A. The Secretary shall record minutes of all General, Special and Board of Directors meetings. She shall furnish a copy of the minutes of each meeting to the President.

B. She shall conduct general correspondence.

SECTION 9. Treasurer:

A. The Treasurer shall be responsible for all monies received in the name of the Club and for the disbursement of such monies with approval of the Board of Directors and/or the General Membership, as deemed appropriate.

B. She shall prepare and submit a financial report at each Board of Directors Meeting and General Meeting and submit any additional required reports.

ARTICLE XI - DUTIES OF APPOINTED CHAIRMEN

SECTION 1. Trophy Chairman:

The Trophy Chairman shall be responsible for the purchase and distribution of all prizes and awards.

SECTION 2. Publicity Chairman:

The Publicity Chairman shall handle publicity for all tournaments and any special events.

SECTION 3. "Tee Topics"/Webmaster:

The "Tee Topics"/Webmaster Chairman shall publish "Tee Topics" monthly and she shall be responsible for the Club website.

SECTION 4. Policy and Procedures Chairman:

A. The Policy and Procedures Chairman is to be the custodian of all written copies of policies, including By- Laws, Standing Rules and reports of all Committee Chairmen. At the end of each calendar year and before installation of the new Board of Directors, each Committee Chairman is to turn over to the Policy and Procedures Chairman her report of the activities of her committee for the past year. The Policy and Procedures Chairman will, in turn; release these various reports to the newly installed Chairmen, keeping a copy of each for the files.

B. The Policy and Procedures Chairman will notify the President of the Board of Directors of any necessary reviews of the By-Laws by the Board.

C. She shall act as Parliamentarian and shall be the interpreter of correct parliamentary procedure for business meetings.

ARTICLE XII - AMENDMENTS

These By-Laws may be amended by a two-thirds vote of the membership present at any General Meeting, provided that notice of the proposed amendment(s) has been given at the preceding General Meeting and such proposed amendment(s) has been posted for two weeks.

**THIS IS A NON-FEDERAL ENTITY. IT IS NOT PART OF THE DEPARTMENT OF
DEFENSE OR ANY OF ITS COMPONENTS AND IT HAS NO GOVERNMENTAL
STATUS.**

Standing Rules

I. Dues

Active Membership Dues with Ghin \$96. Associate Membership Dues with Ghin \$48. Partial Year Membership \$36 Ghin and \$5 per month.

Remove: Half year Membership \$60 (Jan 1- June 30/July 1 –Dec 31)

Dues are due in November and are delinquent after the first Thursday in December. If delinquent, your name may not be listed in the Club Directory and you will not be allowed to compete in weekly sweeps until paid.

II. General

A. USGA and LOCAL RULES OF GOLF shall govern all play.

B. Only members of the Fallbrook Women golfers may play during the time allotted for regular weekly play by the club (exceptions):

1. A guest will be allowed to play with the field if she has an established handicap and is accompanied by at least one other member.

Recommend removing: 2. Guests who live locally may play 3 times a year including Member Guest Day. Out of area guests are not limited.

Remove: C. Associate members may participate in all weekly sweeps and foursome play if they sign-up and pay an entry fee of \$4 prior to play. They must have an established handicap. They may not play in major tournaments.

Add: C. Associate members may play weekly, but will not be eligible to play in weekly sweeps or Major Tournaments.

D. In case of inclement weather, call the pro shop to see if the course is open.

E. Eight players must compete in the play day event to constitute an official sweeps day. No play day if carts are not allowed.

F. Members may sign up for regular weekly sweeps as follows:

1. Sign-up for regular play will be available on the website several weeks in advance. A member may sign herself and only one other person no later than Tuesday prior to play day.

2. Text or Email Weekly Sweeps chairman regarding starting time and/or changes.

G. Sign in at the proshop on playday atleast 20 minutes prior to your starting time.

H. The requisite number of score cards, dated and signed by at least 2 in the foursome, must be returned to the Tournament Committee upon completion of a round for weekly sweeps. Failure to do so may result in disqualification.

I. Hole-in-One Club may be joined by any member, upon payment of an initial fee. Each time there is a winner, an additional fee must be paid to remain a member in good standing. No entry fee will be refunded. A member is eligible for payment when she makes a hole-in-one on the Marine Memorial Golf Course when playing as part of a twosome, threesome or foursome on a regular Thursday play day. Play must be a complete 18 holes and can be with either the ladies group, or after the field. In addition to the winner, one of the group must be a member of Fallbrook Women Golfers. A winner is neither obligated nor expected to buy drinks.

J. Ringer is a self-sustained tournament over a set period of time. Only scores for scheduled play are used. The members handicap for the initial month of each tournament will be used. Cost TBA.

K. The Fallbrook Women golfers are affiliated with Southern California Golf Association (SCGA).

III. Eligibility to Play in Club Events

A. Weekly Sweeps

1. Any current certified established handicap index as recognized by USGA is acceptable.
2. If no handicap index has been established:
 - a. If a player chooses to join before posting the equivalent of 5 rounds of golf, she may still obtain GHIN # from the Handicap Chair, and then play at the end of the field. She will not be eligible to play in weekly sweeps.
 - b. Once the player obtains 5 eighteen-hole scores at Marine Memorial Golf Course or any other SCGA rated course, she will receive a “trend” or temporary handicap which will allow her to play in the weekly sweeps events.
3. To be eligible for Most Improved Golfer of the year Award, one must have been a member of Fallbrook Women Golfers and have had an established SCGA handicap index from January 1 through December 31 and have posted 12 or more play day scores during that period.

B. Major tournaments (President’s Cup and Club Champion)

1. Any current certified established handicap index as recognized USGA is acceptable.

2. A member must have posted at least six Ladies Day scores within the past six months to play.

IV. A request for waiving the above rule may be made in writing to the Board for approval.

V. Home Course

The Marine Memorial Golf Course is deemed the home course of Fallbrook Women Golfers.

VI. Fundraising

Fundraising activities will be conducted in accordance to MCIWEST-MCB CAMPENO 5340.1. Non-appropriated fund instrumentalities will not be used in any way as a source of income.

VII. Annual DoD Requirements

The Club will submit the following to the AC/S, MCCS at the conclusion of each calendar year, Per MCIWEST-MCB CAMPENO 5000.2 Appx A-D.

- Officer and Membership Rosters
- Organizational Minutes
- Statement of Operations and Net Worth

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