

SIERRA SAGE MEN'S GOLF CLUB

BYLAWS

(Revised March 23, 2013 and replaces all Constitution and Bylaws previously in place.)

ARTICLE I. NAME

The name of this organization shall be the Sierra Sage Men's Golf Club, hereinafter known as the Club.

ARTICLE II. PURPOSE

Section 1. To promote, educate and maintain the best interests of the game of golf.

Section 2. To promote good fellowship and sportsmanship among the members of the Club and to encourage the active participation of its members in playing and enjoying golf.

Section 3. To adopt, enforce, and interpret the USGA Rules of Golf in all club events.

Section 4. To maintain a uniform system of handicapping as set forth in the USGA Handicap System and issue USGA Handicap Indexes to the members.

Section 5. To provide an authoritative body to govern and conduct club competitions.

Section 6. When Club treasury allows to embark on a variety of charitable giving (recommended by the membership or board) when approved by a majority of the board.

ARTICLE III. MEMBERSHIP

Section 1. **Eligibility.** Any Male person is eligible for active membership upon payment of annual dues. The club shall maintain an active roster of at least 50 members.

Section 2. **Responsibility.** Members shall be familiar with the Rules of Golf, local rules, and conditions of competition. The USGA Handicap System requires that members play golf regularly with one another and personally return scores for posting in order to be eligible to receive a USGA Handicap Index.

Therefore, members are required to play and to post scores for a minimum of five rounds in order to establish their USGA Handicap Index from the club.

ARTICLE IV. DUES AND FINANCES

Section 1. **Annual Dues.** The Board of Directors shall establish annual dues.

Section 2. **Dues Payment Dates.** Dues shall be payable anytime during the year and will not be pro-rated as the year progresses.

Section 3. **Membership Year.** The membership year shall be January 1 through December 31.

Section 4. **NNGA Membership.** Club membership dues shall include the Northern Nevada Golf Association membership fee (which includes GHIN handicap fees), and payment of dues entitles the member to receive NNGA information and membership benefits.

Section 5. **Handicap Service.** In order to be eligible for prizes related to club play, individual members of the Club shall utilize the handicap service provided through the Club by the NNGA to calculate their USGA Handicap Index.

Section 6. **Use of Dues.** Membership dues shall be used to pay NNGA membership fees, reasonable administration costs, and prizes. The amount to be carried over to the following year in the Club bank account for operating expenses should be no less than amount of money required to cover administrative and operating costs for one calendar year.

Section 7. **Tournament Monies.** Tournament monies and other expenses shall be accounted for and reported separately from the Club monies. All tournament accounts payable shall be approved by chair, committee and the board. The Club/Association, abiding by the USGA Rules of Amateur Status, shall not pay cash prize money or its equivalent to club members (amateur golfers) in a match, competition, or exhibition. Competitors may receive prizes or prize vouchers of retail value not in excess of the current maximum value allowed by the USGA as described in the "Rules of Amateur Status" in any one competition. The Club/Association shall also ensure that prize winners do not exchange a prize or prize voucher for cash.

Section 8. **Audit.** Prior to the Kickoff/Meeting Event and at other times as directed by the Board of Directors, the Treasurer shall submit to the Board of Directors a review of the financial records of the Club and posted in the Club Section of the Sierra Sage Golf Course website.

Section 9. **Fiscal Year.** The fiscal year shall be the calendar year.

ARTICLE V. BOARD OF DIRECTORS

Section 1. **Composition.** The Board of Directors shall consist of seven members elected by the Club members.

Section 2. **Term.** Directors shall serve for a term of Two years or until their successors are elected and have assumed office. Even years, four members shall be elected at the Kickoff/Membership meeting and odd years three Board members will be elected and assume office immediately and serve two years.

Section 3. **Eligibility.** To be eligible to serve, a candidate shall be a current member of the Club in good standing.

Section 4. **Duties.** The Board of Directors shall:

- A. Elect the officers of the Club/Association from its Board membership;
- B. Have general supervision of the affairs of the Club/Association between meetings;
- C. Adopt rules needed to carry on the business of the Board, provided such rules are not in conflict with the Rules of Golf, the Rules of Amateur Status, these bylaws, any special rules of order or standing rules adopted by the Club.
- D. Adopt the report of the Treasurer at the month meeting;
- E. Approve plans of the Tournament Chairman;
- F. Appoint special committees as deemed necessary;
- G. Authorize disbursements;
- H. Set the time and place for Club meetings.

Section 3. **Meetings.**

- A. Meetings of the Board of Directors shall be held monthly or at the call of the President or any three Board members with at least two days notice to all members of the time, place, and date.
- B. Special meetings may be called by the President and three other members of the Board of Directors or by 20% of paid members of the Club with ten days notice.
- C. **Quorum.** The quorum of the Board of Directors shall be 4 members.
- D. Any Board Member who misses three board meetings unexcused will be automatically terminated from the Board.

ARTICLE VI. OFFICERS

Section 1. **Officers.** The officers of the Club shall be a President, a Vice President, a Secretary, a Treasurer, elected by the Board of Directors from its membership.

Section 2. **Eligibility.** To be eligible to serve as an officer, a candidate must be a member of the Club and the elected Board of Directors.

Section 3. **Term of Office.** The elected officers shall serve for a term of two years or until their successors are elected and assume office. Officers are nominated by the Board and elected by a majority vote.

Section 4. **Vacancy in Office.** In the case of a vacancy in the office of President, the Vice-President shall serve as President for the remainder of the term. A vacancy in any office other than President shall be filled by the Board of Directors.

Section 5. **Duties of Officers.** The elected officers shall perform the duties provided in this section and such other duties as are prescribed for the office in these bylaws, by the Board of Directors, by the President, the Standing Rules or in the adopted parliamentary authority.

A. **Duties of the President.** The President shall:

- 1. Preside over all meetings of the Club/Association and Board of Directors;

2. Appoint the chairmen and members of all Standing and Special Committees except the Nominating Committee;

3. Be authorized to sign checks;

4. Be a member of the Board of Directors;

5. Be an ex-officio member of all committees except the Nominating Committee.

B. Duties of the Vice-President. The Vice-President shall:

1. Perform the duties of the president in his absence or at his request;

2. Be authorized to sign checks;

3. Be responsible for the golf program in accordance with the USGA guidelines;

4. Be in charge of scheduling events;

5. Be in charge of pairings and scoring;

6. Post winners.

C. Duties of the Secretary. The Secretary shall:

1. Maintain a record of all meetings of the Club/Association and the Board of Directors;

2. Handle all correspondence;

3. Maintain a current file of all club records, bylaws, and standing rules;

4. Report on the affairs of the Club/Association at each meeting;

D. Duties of the Treasurer. The Treasurer shall:

1. Be custodian of all Club/Association funds held in the Club's/Association's account;

2. Be authorized to sign checks for authorized expenses;

3. Present a written statement of finances at all Club/Association meetings and, as directed at meetings of the Board of Directors;

4. Have books ready for review by the last day of January of each year and at other times as directed by the Board of Directors.

E. Duties of the Tournament Chairman. The Tournament Chairman shall:

1. Be responsible for overseeing all phases of tournaments sponsored by the Club/Association, subject to the approval of the Board of Directors;

2. Be in charge of the tournaments as listed in the Standing Rules;

F. Duties of the Handicap Chairman. The Handicap Chairman shall:

1. Oversee the issuance of handicaps in compliance with the USGA Handicap System manual.

2. Ensure that Club/Association members are educated on applicable topics of the USGA Handicap System.

ARTICLE VII. NOMINATIONS AND ELECTIONS

Section 1. **Nominating Committee.** The Board of Directors shall elect a Nominating Committee composed of three members prior to the Kickoff Event and Membership Meeting. The members of the committee shall elect their chairman. A majority of the nominating committee shall be non-board members.

Section 2. **Duties of Nominating Committee.** The Nominating Committee shall:

A. Nominate three candidates for the Board of Directors.

B. Submit a list of nominees to the Secretary prior to the election at the Kickoff /Membership meeting.

Section 3. **Nominations from the floor.** Nominations may be made from the floor provided the nominee meets the eligibility requirements and is present or has given prior written consent.

Section 4. **Elections.**

A. At the Kickoff Membership meeting, election of Board members shall be by the show of hands except that when there are but the same number of nominees as positions to fill the vote may be by voice. Absentee votes will be counted as part of the show of hands or verbal vote.

B. A majority vote of the members present shall be required for election.

C. **Alternate Board Members.** In the event of a board member resignation or removal the member who had the next highest vote count from the previous election will be asked to join the board.

ARTICLE VIII. MEETINGS

Section 1. **Club Meetings.** Board meetings shall be held Monthly. The time and place shall be set by the President and approved by the Board of Directors.

Section 2. **Special Meetings.** The Board of Directors or 10 percent of the members of the Club/Association may call special meetings with 10 days notice to the membership.

Section 3. **Voting Body.** Any member in good standing shall be entitled to one vote at the Membership/Kickoff or Special meeting.

Proxy voting is prohibited.

Section 4. **Quorum.** The quorum for Kickoff or Special meetings shall be 10 percent of the paid members.

The suggested quorum is the least number of people expected to attend in inclement weather (rule of thumb is 10 percent).

Regarding the content of meetings: If the Club/Association holds regular meetings, the following six general areas or

“orders of business” should be covered;

1. Minutes;
2. Reports of officers;
3. Reports of standing committees;
4. Reports of special committees;
5. Unfinished business;
6. New business.

ARTICLE IX. COMMITTEES

Section 1. **Composition.**

A. Each Club standing committee shall consist of two or more members in good standing appointed by the President. A new body of committee members shall be appointed at the beginning of each administration.

B. Special committees of members in good standing may be appointed by the President.

C. All committees shall be governed by these bylaws and the bylaws and policies of the NNGA.

D. The President shall be an ex-officio member of all committees except the Nominating Committee.

Section 2. **Standing Committees.** The standing committees of the Club/Association shall be the Handicap, Tournament/Rules, Hospitality, etc.. Members shall serve a one season term.

A. **The Tournament/Rules Committee** shall:

1. Assure compliance to the Rules of Golf and the Rules of Amateur Status;
2. Organize competitive events for the Club/Association.

B. **The Handicap Committee** shall:

1. Assure compliance to the handicap system as outlined in the USGA Handicap System manual;
2. Ensure that Club members are educated on applicable topics of the USGA Handicap System.

C. **The Hospitality Committee** shall:

1. Assure new member orientation;
2. Provide for someone to send cards/flowers to members as appropriate.

ARTICLE X. DISCIPLINARY PROCEDURE

By unanimous vote of the Board of Directors, any member may be disciplined by dismissal from the Club/Association due to the violation of Club rules, non-compliance with the USGA Handicap System, the Rules of Golf, the Rules of Amateur Status, or any golf-related conduct which results in adverse reflection on the Club/Association following a hearing by the officers and Board of Directors.

ARTICLE XI. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of the Club/Association in all cases to which they are applicable and in which it is not inconsistent with these bylaws and any special rules of order that the Club/Association may adopt.

ARTICLE XII. AMENDMENT

Section 1. **Amendment/Revision.** The Club bylaws may be amended or revised only at the Kickoff/Membership Meeting by a two-thirds (2/3) vote of all votes cast, provided notice of the proposed amendments has been given to members at least thirty (30) days prior to the meeting via e-mail and posted in the Club section of the Sierra Sage website.

ARTICLE XIII. DISSOLUTION

In the event of dissolution, all assets shall be assigned in accordance with Section 501(c) Corporation of the Internal Revenue Code. None of the funds shall inure to the benefit of individual members.

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