

KINGSMILL LADIES NINE HOLE GOLF ASSOCIATION BYLAWS

Article I Name

The name of the organization shall be the Kingsmill Ladies Nine Hole Golf Association, hereafter referred to as KLGA/9.

Article II Purpose

The purpose of the KLGA/9 shall be to promote interest and confidence in competitive golf and to familiarize nine-hole players and newcomers with the rules, etiquette, and good sportsmanship associated with the game. The KLGA/9 shall maintain a liaison with the KLGA/18 and will operate in accordance with the rules and regulations of the United States Golf Association and the Virginia State Golf Association.

Article III Membership

A female, 18 years or older, with a Full Golf, National Golf, or Executive Golf membership at the Club at Kingsmill is eligible for membership in the KLGA/9 group. New members are welcome to join the KLGA/9 at any time. A current handicap is required to compete for prizes. Current members need to declare to the Handicap Chair their intent to continue with the KLGA/9 by January 14 for handicap purposes. After the year has started, if a member of the KLGA/18 wishes to change her membership to the KLGA/9, or vice-versa, and meets the handicap requirement, she may do so with the understanding that prizes cannot be won in both associations simultaneously.

Article IV Dues

Membership dues are included in the annual dues paid to the Club at Kingsmill. The KLGA/9 receives these dues from the Club at Kingsmill.

Article V Executive Board

The Executive Board shall have general supervision of the KLGA/9, establish policies, approve the budget and oversee the disbursement of funds.

a. **The President** shall act as the Chair of the Executive Board, appoint all standing and ad hoc committees (except the Nominating Committee) and shall be an ex-officio member of these committees. The President shall preside at all meetings of the KLGA/9 and the Executive Board, represent the KLGA/9 on the Club at Kingsmill Advisory Board, disburse funds in the absence of the Treasurer and approve the minutes of all meetings.

b. **The Vice President** shall perform the duties of the President in her absence, and in the event of the resignation or illness of the President, assume the duties of the President. The Vice President shall oversee the work of the ad hoc committees and

work with the President to plan the schedule of events for the upcoming year to be submitted to the membership at the opening meeting. The President and Vice President will meet at the beginning of their term to agree on whatever additional duties may be undertaken by the Vice President, such as but not limited to, Home & Away Tournaments and Regional Invitationals.

c. **The Secretary** shall keep the records of the KLGA/9, take minutes from all meetings of the general membership, Executive Board and Extended Board. All minutes shall be approved by the President. The Secretary shall be responsible for all correspondence. In addition, the Secretary shall work with the Kingsmill Resort to ensure that the website, including the Membership Directory, are kept up to date.

d. **The Treasurer** shall keep full and accurate account of monies received and expenditures made and shall disburse funds under the direction of the Executive Board. An Executive Board member with a bank authorized signature shall not sign a check to reimburse herself. Emergency expenditures, up to two hundred dollars, may be made at the discretion of at least two members of the Executive Board. Additionally, the Treasurer shall maintain a current membership list.

Article VI Extended Board

The Extended Board shall be comprised of the chairs of all standing committees of the KLGA/9 to include, but not limited to: Handicap, Communications, Events, and New Member. All standing committee chairs shall be appointed by the President, with the exception of the Nominating Committee.

a. **The Handicap Chair** shall be responsible for all KLGA/9 handicaps:

- adding new members after submitting 6 scorecards or 54 holes,
- inactivating members who do not post scores for each calendar year,
- encourages all players to post their scores hole-by-hole in the GHIN system for all rounds of golf.
- The VSGA determines the “Most Improved Golfer”, which is announced by the Handicap Chair at the holiday luncheon.

b. **The Communications Chair/Co-Chairs** shall be responsible for communications to include the following information:

- email the names and scores of the weekly winners to the membership,
- email article to the KCSA Bulletin, as applicable TBD.
- post bulletin board updates in the ladies locker room once each season,
- email communications as requested by the Executive or Extended Board to the membership

c. **The Events Chair** shall solicit coordinators to plan, arrange and conduct the special events held during the playing season. The chair will maintain an advisory capacity ensuring each event works within its budget. These can include, but are not limited to the Home and Away, Annual Social Event, Invitationals, Member/Member, Club Championship, KLGGA/18 Invitational, and Bring A Friend. The chair shall be responsible for ensuring that invitations to special events are sent to the active membership.

f. **The New Member Chair** shall conduct activities to attract new members to the KLGGA/9. These can include but are not limited to: coordinating with the Club at Kingsmill to be aware of new golf members, assigning new player mentors and coordinating with the Kingsmill Director of Instruction at the Golf Academy to learn which new members are taking lessons or clinics.

Article VII Meetings

a. The Executive Board and Extended Board will meet before the opening meeting (i.e. January/February).

b. The opening meeting is held in March.

c. The golf season begins on the first Thursday in April.

d. There will be a mid-season lunch at which prizes for the first part of the season will be distributed.

e. The last day of play will be held on the last Thursday of October. On this same date, the annual membership meeting and elections of officers will take place.

f. The newly-elected Executive Board will begin meeting in November as an acting board in order to review and update the weekly play schedule for the following season and for any other issues involving the next season's play.

g. There will be a holiday luncheon in December. At that time the new Executive Board will be installed and the remaining prizes will be awarded.

h. Any other general membership meetings and luncheons shall be scheduled at the discretion of the Executive Board.

Article VIII Nominations and Elections

Section 1. The Executive Committee shall appoint a Nominating Committee consisting of one Executive Committee member and three at-large members of the Association.

Section 2. The Nominating Committee shall post a slate of officers in September. Any additional nominations may be accepted providing the individual has given consent prior to the nomination. The additional nominations must be received by the Nominating Committee within two weeks of when the members have been notified of the original slate of officers.

Section 3. Election of officers will be held at the annual membership meeting or electronically prior to the meeting as determined by the Executive Board. Officers shall be elected by a simple majority of members. The option of electronic voting for officers must be held one week prior to the annual membership meeting and all electronic votes need to be received 24 hours prior to the annual meeting. Results of the elections will be announced at the annual membership meeting.

Section 4. Officers shall be elected annually for a term of one year. Neither the President nor the Vice President shall be eligible to serve more than two consecutive terms in the same office.

Section 5. The President, with the approval of a majority of the Executive Board, shall appoint any vacancies on the Board.

Article IX Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases applicable and in which they are not consistent with the Associating Bylaws, The Kingsmill Ladies Golf Association Bylaws, the United States Golf Association, or the Virginia State Golf Association.

Article X Bylaws Review and Amendments

The KLG/9 Bylaws shall be reviewed every three years by a committee appointed by the President. The proposed revisions must be presented to the membership at least 30 days but not more than 60 days prior to the meeting at which there will be a vote. A two-thirds majority vote of the membership present at the meeting will pass the bylaws. Amendments or additions to these bylaws may be made within the three-year period by the Executive Board and approved by the Extended Board.