



CYPRESS RIDGE

WOMEN'S GOLF CLUB

**"Camaraderie, Competence, Sportsmanship"**

**Constitution and By-Laws**

**Cypress Ridge Women's Golf Club**

Adopted in 2003. Amended 2005, 2009, 2020, 2022, 2024

## **Article I**

### Section 1:

The name of the organization: Cypress Ridge Women's Golf Club

## **Article II**

### **Object of the Club**

#### Section 1:

To create a positive, open and friendly environment for women of all abilities to practice, play, and compete in golf.

#### Section 2:

To encourage conformance to the USGA rules of golf through education, application, and oversight by the Executive Board and Appointees

#### Section 3:

To provide an authoritative body to govern and conduct weekly golf events and club competitions. To partner with the golf course management in improvement and protection of the course.

#### Section 4:

To comply with all requirements of Federal and California law permitting the exemption of nonprofit social and recreation clubs from income taxation (Section 501(c)(7) of the Internal Revenue code), including, but not limited to the following:

1. Discrimination prohibited. The organization shall not discriminate against any person on the basis of race, color, sexual orientation or religion.
2. Private benefit prohibited. No part of the organization's net earnings may benefit any person having a personal and private interest in the activities of the organization. All undistributed earnings shall be used solely to benefit the members of CRWGC.
3. Purposes. All members of the organization are bound together by a common objective of pleasure, recreation, and other non-profitable purposes.

## **Article III**

### **Membership**

#### **Section 1:**

Membership in this club is open to women golfers over 18 years of age. Membership in the club is yearly and individual (non-transferable). The fiscal year for the club: January 1-December 31. Membership is on a rotating annual basis.

## **Article IV**

### **Executive Board**

#### **Section 1:**

The Executive Board shall consist of the following:

Elected: President, Vice President, Treasurer, and Secretary. Appointed: Membership Chair, Handicap Chair, Tournament Chair, and Rules Chair and Association Representative.

The immediate Past President shall act as advisor to the board.

## **Article V**

### **Elections**

#### **Section 1:**

Executive Board elections are held annually. Steps: The Executive Board calls for volunteers for the four board positions in October; a slate of potential executive board members is published in November (via e-mail) at least two weeks before members vote; voting occurs on a playday in November or December. A majority vote of the membership (by e-mail) or, in the alternative, a two-thirds vote of those present and voting at a meeting following our weekly golf game, is required for slate adoption. If more than one person runs for any position, members will vote on paper ballots-majority wins.

## **Article VI**

### **Meetings**

#### **Section 1:**

At any general meeting (at least one per fiscal year, following the weekly golf game), the members present shall constitute the quorum.

#### **Section 2:**

The President shall schedule board and membership meetings as deemed necessary.

## **Article VII**

### **Dues**

#### **Section 1:**

Upon joining the Cypress Ridge Women's Golf Club, each new member pays the yearly dues.

## **Article VIII**

### **Duties of the Executive Board and other Chair Appointees**

#### **Section 1:**

President: Preside at all meetings of the Cypress Ridge Women's Golf Club and perform the duties of the organization's executive officer. Appoint chairs of such committees deemed necessary to further the purpose(s) of the club.

#### **Section 2:**

Vice President: Perform the duties of the President during her absence or disability and serve as a club representative. Perform such duties as may be assigned to her by the President.

#### **Section 3:**

Treasurer: Responsible for tracking all funds, paying bills, and signing checks. Report on the club's finances at all general and board meetings. The Treasurer's books are subject to audit.

#### **Section 4:**

Secretary: Record the minutes of all board and general meetings; conduct routine correspondence and other communication required by the board. Perform such duties as may be assigned to her by the President.

#### **Section 5:**

Tournament Chair: Supervise all TCom members, tournaments and competitions of the club except as otherwise provided. Prepare the yearly tournament schedule, consulting with the pro shop to avoid conflicting dates. Oversee accurate reporting of payouts and accounting of sweeps.

#### **Section 6:**

Handicap Chair: Certified by SCGA. Teach members how to score accurately. Review posted scores to ensure compliance with USGA/WHS rules and for compiling records of members over time. Report any discrepancies or issues to the Executive Board.

#### **Section 7:**

Association Representative: Advise the Treasurer in collecting and accounting for SCGA/WPLGA dues and any other fees required for Association activities. She attends Association meetings and reports back to the club. She notifies members of upcoming events and encourages members to participate in Association events.

Section 8:

Membership Chair: Maintain membership records, accept applications for membership, and welcome/orient new members to the club.

Section 9:

Rules Chair: Responsible for interpreting USGA rules and implementing local rules as they become necessary.

**Note: All executive board members and Committee Chairs will maintain procedures files, passing them onto their successors.**

## **Article IX**

### **Amendments**

Section 1:

Any proposed changes in these by-laws must be presented at a regular or special board meeting and then shall be posted for two weeks prior to presentation. A majority vote of the membership or, in the alternative, a two-thirds vote of those present and voting at a regular general meeting is required for adoption.

Section 2:

Any adopted amendments of the by-laws shall be published in a revised edition within that calendar year.

These by-laws, read and approved by members of the Cypress Ridge Women's Golf Club are accepted by:

**Amendments to the Cypress Ridge Women's golf Club were approved by the membership at the July 7, 2005 general meeting, at the August 20, 2009 general meeting, at a January 30, 2020 general meeting, at the October 20, 2022 general meeting and at the December 5, 2024 meeting.**