

BAY AREA PINSEEKERS GOLF CLUB

By-Laws (Revision 12/11/11)

SECTION 1: NAME

The name of this club shall be "BAY AREA PINSEEKERS GOLF CLUB".

SECTION 2: OBJECTIVE

The objective of the club is to promote the game of golf and to stimulate closer fellowship among all members of the club. This shall be accomplished by hosting mid-week tournaments and holding an annual member and guest meeting.

SECTION 3: MEMBERSHIP

- A) Any individual sponsored by a current member of BAY AREA PINSEEKERS GOLF CLUB is eligible to membership as a "full" member in the club. Full members are subject to provisions in Section 4 and any further provisions prescribed in this Section.
- B) Membership in this club shall be predicated on maintaining current membership in the Northern California Golf Association (NCGA) through BAY AREA PINSEEKERS GOLF CLUB. Members affiliated with more than one golf club may have the Bay Area Pinseekers Golf Club as either their home club or a multi-club.
- C) Total club membership will be limited to 100 members.
- D) Membership openings, in the event that total membership is at the limit, shall be filled from a waiting list as prescribed in Section 12.
- E) A member who resigns from the club, or is dropped from the roster due to non-payment of dues, and wishes to reestablish membership at a later date, will be added to the waiting list and will be subject to all provisions in Section 4.

SECTION 4: INITIATION AND DUES

- A) There will be an initiation fee for admission to this club. The initiation fee shall be determined by the Board of Directors. Any former member being reinstated will be subject to this fee. Additional fees may be assessed by the Board of Directors to ensure the solvency of the club.
- B) Annual club dues shall be determined by a majority vote of the Board of Directors.
- C) Annual dues shall be payable on the first day of December and will become delinquent at a date published by the Board of Directors.
- D) Any member delinquent in payment of their dues shall be so notified by letter or telephone by the Treasurer. If dues are not remitted within two weeks of notification, membership shall be terminated. A member may be reinstated as provided in Section 3E.

SECTION 5: OFFICERS

- A) Only full members of the club are eligible to hold office on the Board of Directors.
- B) The Board of Directors will consist of seven (7) officers performing the following duties:
 - 1. President
 - 2. Tournament Director
 - 3. Treasurer
 - 4. Handicap, Membership, and Rules Director
 - 5. Publicity Director and Recording Secretary
 - 6. Webmaster
 - 7. Past President
- C) Each board member (except the Past President and Webmaster) shall have one vote. In case of a tie vote, the Past President shall cast the deciding vote.
- D) The duties of the members of the Board of Directors are defined in Sections 8 -14.
- E) The Board of Directors shall administer all the affairs of the club.

SECTION 6: ELECTION AND TERM OF OFFICE

- A) The President shall call an annual meeting of the membership for purpose of electing officers to fill vacancies on the Board of Directors for the ensuing year.
- B) Name(s) of candidate(s) shall be placed on the ballot by nomination by any member. The vote will be by a show of hands or by secret ballot of members present as determined by the Board of Directors. The member(s) receiving the plurality vote of the members present shall be elected to office.
- C) Officers shall normally hold office for a term of one (1) year from January 1 through December 31. The Tournament Director can be a six-month term.
- D) If a vacancy occurs on the Board of Directors, the remaining members of the Board of Directors may select someone from the membership to serve as a replacement for the unexpired term.
- E) The Board of Directors may, by majority vote of the full Board, remove an officer for non-performance.

SECTION 7: MEETINGS

- A) There shall be an annual meeting of the club membership to elect officers to fill vacancies on the Board of Directors and/or to discuss any other business pertinent to the welfare of the club. See Section 6A.
- B) Meetings of the Board of Directors shall be called quarterly by the President, or upon request of the majority of the Board.

SECTION 8: DUTIES OF THE PRESIDENT

- A) Preside at all meetings of the club membership and the Board of Directors.
- B) Enforce these by-laws, together with all rules and regulations that are adopted by the club.
- C) Call all meetings as provided by the by-laws.
- D) Exercise supervision over the business and social affairs of the club.
- E) Arrange for the formation of a Nominating Committee to assist in the nomination of qualified candidates for any open Board of Directors position.
- F) Arrange the tournament schedule for each year.

SECTION 9: DUTIES OF TOURNAMENT DIRECTOR

- A) In the absence of the President, perform the duties of the President.
- B) Direct all tournament activities of the club. The Tournament Director shall:
 - 1. Select, if necessary, directors for individual tournaments during the current year.
 - 2. Determine the entry fee, including the prize money, to be collected from each member for each tournament.
 - 3. Determine the amount and type of prizes to be awarded for each tournament.
 - 4. Determine the rules of competition for each tournament.

SECTION 10: DUTIES OF THE TREASURER

- A) At the beginning of the term, arrange with the bank or other financial institution to change check signature authorizations. If necessary, shall also revise the mailing address for monthly statements.
- B) Deposit all monies collected, in the club's account(s) or arrange with individual tournament directors to be advised of amounts deposited by them in connection with tournament activities.
- C) Keep a complete account of all club monies received and disbursed. Issue quarterly financial statements. A copy of all financial reports shall be provided to all members of the Board of Directors.
- D) Prepare an annual budget prior to the start of the calendar year and present to Board of Directors for approval.
- E) Collect membership dues. Notify members who are delinquent in paying their dues and proceed as covered in Section 4D.

SECTION 11: DUTIES OF THE HANDICAP, MEMBERSHIP, AND RULES DIRECTOR

- A) Maintain the record of play for each member in each tournament; adjust tournament scores (as necessary for equitable stroke adjustment); and submit adjusted tournament scores to the NCGA in a timely manner.
- B) Advise the Tournament Director of the index for each player as stated on the monthly index report from the NCGA.
- C) Interpret USGA, local, and club rules, and provide advice and counsel with respect to disputes that occur during tournament play.
- D) Maintain the GHIN database by performing frequent transmissions to the master database, backups, and any other routine maintenance required to safeguard and ensure the integrity of the handicap data.
- E) Maintain the official club membership roster.

SECTION 12: DUTIES OF THE PUBLICITY DIRECTOR

- A) Keep a historical record of the club activities which shall be passed to the next holder of the office.
- B) Arrange for the publication and mailing of all club notices, Membership Application, newsletters, and any other correspondence as directed by the Board.
- C) Arrange for advertisement and good will publicity to increase visibility of the club.
- D) Act as the recording secretary for all meetings of the Board of Directors and provide copies of the minutes to all members of the Board of Directors. The original copy of the minutes shall be retained permanently

SECTION 13: DUTIES OF THE PAST PRESIDENT

- A) Provide advice and counsel.
- B) Cast the deciding Vote in the case of a tie vote on matters presented to the Board of Directors.
- C) Arrange the annual club meeting.

SECTION 14: DUTIES OF THE WEBMASTER

- A) Suggest methods of improving communication over the web.
- B) Maintain the website and update appropriately and in a timely manner.

SECTION 15: GENERAL DUTIES ASSIGNED EACH CALENDAR YEAR

The following duties will be assigned each calendar year among the current Board members based on interest, skills, or time.

- A) Determine the Club Championship by a method approved by the Board of Directors; provide periodic standings to the club membership; and recognize the Club Champion(s) at the Annual Meeting.

- B) Update and maintain the points listing (Club Championships), money listing, and other statistics.
- C) Coordinate any social activities planned for a tournament.

SECTION 16: TOURNAMENT RULES

- A) USGA rules will govern all tournament play.
- B) USGA rules may be modified by local rules if mutually agreed upon by the Tournament and Handicap Directors.
- C) The Handicap Director shall resolve all rule disputes and/or make the final determination regarding the application of rules in all tournament play. An affected member may appeal a decision of the Handicap Director to the full Board of Directors.
- D) Current NCGA course handicap based on a member's index will be used for all club tournament play.
- E) The Bay Area Pinseekers Golf Club will use the exceptional tournament handicap as maintained by the USGA Golf and Handicap Information Network (GHIN) System. Any handicap may be adjusted by the Handicap Director if special circumstances exist.
- F) Members competing in the same flight but from different tees will have their course handicaps adjusted to reflect the differences in the course rating from the respective tees.
- G) Guests are not eligible to compete for prizes determined by "net" score.
- H) During tournament play, the low handicap in each foursome shall act as "Rules Director" for that group should an interpretation of the rules be required.
- I) In the event of stroke play ties, the USGA recommended tie-breaking methodology will be followed.
- J) The club objective is for all players to complete their tournament round in less than 5 hours. Those identified by the Board and their peers as not complying with this objective on two or more occasions MAY be excluded from tournament play for 3 months based on the decision of the Board. Two suspensions will result in forfeiture of membership in the club.

SECTION 17: AMENDMENTS TO THE BYLAWS

- A) These by-laws may be amended by a majority vote of the membership present at the annual meeting. Copies of the proposed amendments shall be mailed to all members at least seven days prior to said annual meeting.
- B) These by-laws may also be amended by a majority vote from the return of a special ballot mailing.