

# STEPHENVILLE MEN'S GOLF ASSOCIATION

## *By-Laws & Articles of Administration*

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### **Article I**      *General Information*

- A. Organization Name:  
The name of the Association shall be the "Stephenville Men's Golf Association".
- B. Mission Statement:  
"The mission of the Stephenville Men's Golf Association is to promote the game of golf for all players of all skill levels and to make golf as enjoyable as possible in Stephenville, Texas."
- C. Principal Office:  
The SMGA will maintain its principal office for the transaction of business in the State of Texas, Erath County, and the City of Stephenville. Official business will take place at 137 Ben Hogan Drive, Stephenville, Texas, 76401, or in such a place that the Board of Directors may designate.

### **Article II**      *Membership*

- A. General membership in the SMGA is open to all men, regardless of their current membership status at Legends Country Club, and to all those who share a general interest in helping golf move forward in our community according to the SMGA Mission Statement.
  - 1. Types of Membership – There will be one type of SMGA membership: General.
  - 2. Dates of Membership – Annual membership dates run from January 1<sup>st</sup> – December 31<sup>st</sup>.
  - 3. Voting Rights – Each member in good standing shall have one vote at meetings, elections, and other proceedings. To be considered 'in good standing' or 'current' you must be current on your membership dues at the time of the vote.
  - 4. Annual Dues – Membership dues will be \$25 unless a change is voted on by a 2/3 majority of the voting members. Membership ends December 31<sup>st</sup> regardless of the date of payment.
    - a. Other arrangements may be made to accommodate late registration.
  - 5. The SMGA shall maintain a current list of all active members.
  - 6. A SMGA membership is not always required to play in SMGA events, but the SMGA reserves the right to host 'Member Only' events.

### **Article III**      *Officers*

- A. There shall be 4 (four) positions considered official officers of the SMGA.
  - 1. President
  - 2. Vice President
  - 3. Treasurer
  - 4. Secretary
    - a. One person cannot hold two or more offices simultaneously.
- B. The general SMGA membership shall elect the officers of the Association based on a simple majority. This will be done annually at the January SMGA meeting, unless otherwise noted by the current President.

- C. The term of the officers shall be 1 (one) year. All officers, excluding President & Vice President, may succeed themselves with no limit on the number of consecutive terms they may serve.
- D. Duties of Officers
1. The President shall appear at all regularly scheduled meetings and shall perform all duties assigned to him by the Board or general population of the SMGA. The President, along with the rest of the Board, and subject to simple majority vote of all voting members, shall appoint members to serve on various committees as deemed necessary to the full functionality of the Association.
  2. The Vice President shall assume the duties of the President in his absence and aid the President as he determines.
  3. The Treasurer shall oversee the collection of annual membership dues, member records, the funds of the Association and their expenditures at the instruction of the Board and perform all other duties assigned by the Board. The Treasurer shall make at least 1 (one) annual report on membership statuses and on the current financial circumstances of the Association. He shall have the authority to sign checks on behalf of the Association.
  4. The Secretary shall oversee pertinent personnel records of the Association and perform all other duties as assigned by the President. He shall also notify members of current events, organizational updates, and provide any other pertinent information via email and/or written letter.
    - a. Duties may be amended with the approval of the President and a simple majority vote of Association members.
  5. Vacancies in any officer position shall be filled by a vote of the majority of the remaining Board of Directors for the remaining balance of the term.

#### **Article IV**      *Committees*

- A. There shall be 2 (two) standing committees:
1. Tournament Committee
  2. Project Committee
    - a. Ad Hoc committees can be added by the Board of Directors on a need by need basis. The Chairman of each Ad Hoc committee is automatically elected to the Board of Directors.
- B. The Tournament Committee shall consist of an elected Chairman and a number of members as determined by the Chairman with approval from the President. The Chairman of the Tournament Committee is automatically elected to the Board of Directors.
1. The Tournament Committee shall have the responsibility of formulating and recommending to the Board the tournament schedule of events for the fiscal golf year. This includes event formats, entry fees, and prize structures. They are responsible for publicizing the schedule as a whole and as individual events.
  2. The Tournament Committee should have representatives at each event to assist with registration, collection of entry fees, and any other required duties that may arise.
  3. The Tournament Committee Chairman and other committee members, along with the President, shall determine purse distribution at each individual event.
  4. The Tournament Committee shall include at least one representative of Legends Country Club to help coordinate dates for events.
  5. All events will be played under the rules of golf as defined by the United States Golf Association.

6. The Tournament Committee should manage and formally submit ideas for monthly events.
  7. The Tournament Committee is responsible for setting guidelines in regards to which sets of tee boxes are used in official SMGA events.
- C. The Project Committee shall consist of an elected Chairman and a number of members as determined by the Chairman with the approval of the President. The Chairman of the Project Committee is automatically elected to the Board of Directors.
1. The Project Committee shall bear the responsibility of finding projects that can be completed in a timely and cost effective manner.
  2. Projects can include golf course repair, golf course additions, and/or anything else deemed appropriate by the Chairman and the Board of Directors.
  3. The Project Committee shall work in conjunction with the golf course general manager and other required golf course personnel.

**Article V**      *Board of Directors*

- A. The Board of Directors consists of the following members
- |                   |                                     |
|-------------------|-------------------------------------|
| 1. President      | 5. Chairman of Tournament Committee |
| 2. Vice President | 6. Chairman of Project Committee    |
| 3. Treasurer      | 7. Chairmen of Ad Hoc Committees    |
| 4. Secretary      | 8. Liaison to the Golf Course       |
- B. The Board of Directors shall be responsible for governing the Association.
- C. The Board shall meet as necessary at the call of the President at a time and place deemed convenient to the members of the Board.
- D. A quorum of the Board must be present for taking official actions. A quorum of the Board shall consist of a simple majority.
- E. The Board shall have the authority to adjust the annual dues for the Association.
- a. This must be approved by a 2/3 margin of present voting members.
- F. The Board shall have the authority to establish Ad Hoc committees.
- G. The Board is must approve all expenditures including, but not limited to, projects, tournaments, payment of bills, and monetary donations.
- H. A permanent representative of Legends Country Club shall serve as an advisor to the Association in an ex-officio nonvoting capacity.

**Article VI**      *Membership Meetings*

- A. The Association shall have, at a minimum, one membership meeting each year for the purpose of electing the Board of Directors. Notification of this meeting shall be made to all members in a timely manner. A quorum is required for the conduct of official business of the Association, including the election of officers. A quorum shall consist of at least 15 (fifteen) members.
- B. Notice of an absence of a member of the Board of Directors must be given within 24 hours of regularly scheduled meetings.

- C. Special meetings of the Association general membership may be called and held at any time by order of the President; and the President must, at any time, call a special meeting upon written receipt of a written request of two or more Officers and/or Board members.
  - a. The President shall notify the Secretary in writing, or by electronic means, specifying the time and place of the meeting and the purpose for which it is called. The general membership of the Association must be given 5 (five) days notice before the holding of a special meeting.
- D. Votes that take place during Association meetings that end in a tie shall be broken by the President, regardless if the President has already voted.

**Article VII**      *Article Amendments*

- A. The Board, by a majority vote, shall have the authority to amend these By-Laws.
- B. Any member of the Association may propose amendments to the By-Laws. The Board must consider each proposal on an individual basis.
- C. If the Board determines not to amend the By-Laws, the proposer must be notified within 24 hours of said decision.
  - 1. The proposer may then submit a petition to the Board, signed by at least 15 (fifteen) members of the Association who are currently in good standing.
  - 2. The Board shall then introduce the proposed amendment for consideration at the next full membership meeting.
  - 3. Any such proposals must be approved by a majority of the members present at the meeting to amend the By-Laws.