

**BY-LAWS  
OF  
THE CYPRESS LANDING WOMEN’S GOLF ASSOCIATION**

**ARTICLE I**

**Name**

The name of the organization shall be The Cypress Landing Women’s Golf Association hereinafter referred to as CLWGA.

**ARTICLE II**

**Purpose**

The purpose of this association shall be to increase active participation, to encourage friendly competition, and to promote interest in the game of golf among the ladies of Cypress Landing Golf Club. This association shall abide by all USGA rules and local rules of Cypress Landing Golf Club.

**ARTICLE III**

**Membership and Dues**

Any woman who has a membership in good standing at Cypress Landing Golf Club is eligible for membership in the CLWGA upon payment of CLWGA dues as established by its Executive Board.

**ARTICLE IV**

**Section 1 – Officers**

The elected officers of the association shall be: President, Vice President, Recording Secretary, and Treasurer.

**Section 2 – Duties of the Officers**

The duties of the elected officers, and any appointed officers when necessary, shall be as set forth in the by-laws of the association, except that the President shall be the presiding officer, and Executive Board shall be the governing body.

The President shall:

- Appoint chairpersons of the standing committees;
- Act as liaison between the CLWGA, CLMGA, and Cypress Landing Golf Club Management;
- Preside at all association meetings;
- Coordinate activities of the association with Cypress Landing Golf Club Management;
- Call and preside at all executive board meetings;
- Call special meetings of the association as may be necessary;
- Have the power to sign and endorse checks in conjunction with the Treasurer.

The Vice President shall:

- In the absence of the President, perform the duties of the President and assume that office, if vacated;
- Serve as association historian;
- Handle all necessary publicity;
- Perform other such duties as requested by the President.

The Secretary shall:

- Take and prepare the minutes of all association meetings, as well as meetings of the Executive Board, and give copies of all such minutes to the President;
- Maintain a record of the members of the CLWGA, listing address, phone number and email address;
- Maintain and have charge of all correspondence and papers of the association.

The Treasurer shall:

- Establish and maintain a checking account in the association's name;
- Keep a full and accurate account of all monies received and deposit same in the name and to the credit of the association;
- Have the power to sign and endorse checks in conjunction with the President;
- Provide a monthly written report of the association's financial status to the President;
- Present a report of the association's financial status at all Executive Board meetings and general meetings.

### **Section 3 – Executive Board**

The Executive Board shall consist of the elected officers of the association plus the following appointed positions, each of whom are allotted one vote per position:

- Tournament Chairperson, who also serves as the 18-hole Representative.  
The Tournament Chairperson shall oversee and schedule the weekly Thursday playday formats, sign-ups, and scoring, and work with the 9-hole Representative and the CLGC Head Pro to accomplish this.

- 9-hole Representative

The 9-hole Representative shall work with the Tournament Chairperson to oversee and schedule the weekly 9-hole Thursday playday formats, sign-ups, and scoring. She shall also bring any concerns of the 9-hole golfers to the attention of the Executive Board.

- Rules Chairperson

The Rules Chairperson shall create and oversee opportunities to convey, facilitate and encourage all members in their knowledge of the USGA Rules of Golf.

- Social Chairperson

The Social Chairperson shall oversee the planning and implementation of decoration, food and beverage of the following events: Opening Meeting, Opening Day, Closing Day, and the monthly Ladies' Night Out (April – October). Should there be any joint social event scheduled with the Cypress Landing Men's Golf Association, the Social Chairperson shall also assist in that event's planning and implementation.

The immediate Past President (who shall serve without vote) is also part of the Executive Board.

At CLWGA Board meetings, there shall be only one vote allotted to each voting position represented at the meeting.

#### **Section 4 – Committees**

The committees of the CLWGA shall include:

- Standing Committees
  - Awards/Prizes/Engraving
  - Clubhouse Beautification
  - Sunshine/Welcome
- Ad-hoc Committees
  - By-Laws
  - Nominating
  - Statistician
  - Various events

#### **Section 5 – Elections**

The officers of the association shall be elected by the membership-at-large in the following manner:

- A. A Nominating Committee of three (3) members shall be chosen by the elected officers.
- B. The Nominating Committee shall select members it feels qualified to serve in each of the offices and confirm with each of its candidates their willingness to serve.
- C. The Nominating Committee shall present the slate of officers for the following year at the closing/annual meeting of the CLWGA. At least 30 days in advance of the annual meeting, the nominations of officers for the next term of office made by the Nominating Committee will be communicated to the membership and posted on the WGA Bulletin Board at the CLGC clubhouse.

- D. Additional nominations for any office may be made from the floor, provided prior consent of the nominee has been obtained.
- E. Provided there is only one (1) candidate for each office, voting shall be by first and second motions for acceptance of the slate of officers as read, with a show of hands for all in favor and opposed.
- F. If there is more than one (1) candidate for each office, voting shall be by ballot. The person receiving the highest number of votes for each office shall be declared elected. In the event of a tie, an immediate run-off election will be held to determine the winner. If the tie is not broken, the members present shall determine, by simple majority vote, the manner of deciding the winner.
- G. The newly elected officers will assume their duties at the end of the closing/annual meeting.
- H. Should any elected officer vacate her office before her term has expired, such vacancy shall be filled by an appointment of the Executive Board. Should the vacancy be that of the President, the Vice President assumes her responsibilities, and the office of the Vice President shall be filled by appointment of the Executive Board.

### **Section 6 – Voting**

An association member must be present in order to cast her vote. Thirty percent (30%) of the members of the association present at a legally convened meeting shall constitute a quorum. A two-thirds (2/3) majority vote of the members present with an established quorum is necessary for passage of proposals.

## **ARTICLE V**

### **Section 1 – Fiscal Year and Playing Season**

The fiscal year of the CLWGA will be January 1 to December 31. The playing season of the CLWGA shall commence no earlier than March 15th and end no later than November 20th of each calendar year.

## **ARTICLE VI**

### **Amendments**

These by-laws may be adopted, amended, suspended or repealed at any business meeting of the association by a two-thirds (2/3) majority vote of the members present with an established quorum.

Adopted: March 2011

Reviewed by committee & WGA Board approved, with no changes: February 2014