

Canyon Springs Senior Men's Golf Association **(CSSMGA)**

By-Laws

Article I - Name

The name of this association shall be the Canyon Springs Senior Men's Golf Association (CSSMGA).

Article II - Purpose

The purpose of the CSSMGA is to foster fellowship among senior golfers while giving them an opportunity to play golf together on a weekly basis, and provide post play fellowship opportunities.

The association seeks to provide service to the community where opportunities arise to promote golf at Canyon Springs and the greater San Antonio area.

Article III – Membership

Membership shall be open to men 55 years old and older.

Article IV - Membership Fees

Annual membership in the Association is for a calendar year from January 1st through December 31st. Each annual membership, payable to the Association, will be in an amount to be determined annually by the Board of Directors. All membership fees shall be assessed annually as of January 1st, and shall be paid in full on the first day a member plays in the New Year. The fee for a person joining the Association after January will not be prorated. Failure of an existing member to pay the annual fee shall constitute forfeiture of membership in the Association. A paid membership entitles a member the right to vote in matters of the Association, to participate in league play and to be identified as a member in good standing of the Canyon Springs Senior Men's Golf Association.

Article V - Organization

Section 1

The affairs of the Association shall be conducted by a Board of Directors consisting of five (5) officers: President, Vice-President, Secretary, Treasurer, and Information Officer the immediate past President (Ex-officio) and other non-voting members such as deemed appropriate by the Board to assist with the affairs of the Association

Section 2

A. Officers - Definition:

There shall be five (5) officers: President, Vice-President, Secretary, Treasurer and Information Officer, to be elected by a majority of the membership at a meeting called for that purpose. Each officer is elected to a two (2) year term. If an officer is unable to complete his term of office, for whatever reason, the Board of Directors will appoint someone to fill the position for the remainder of the term.

B. Officers Powers & Duties:

The President shall preside at all meetings of the Association and shall perform the duties inherent to this office including:

- Rules, pace of play.
- Eligibility issues
- Scheduling Annual Events the Holiday Party in particular.
- Joint financial responsibility with treasurer.
- Handle complaints, and other controversies.
- Act as lead negotiator with other organizations (such as the golf course, other senior leagues, and charitable organizations).
- Explain weekly tournament rules.

The Vice President shall assume the responsibilities of the President in his absence. He is also charged with the following:

- Determining games and pairings.
- Sending out the weekly pairings notice and uploading weekly pairings to the Google Drive
- Uploading yearly game schedule to the Google Drive
- Ryder Cup

- League Championship

The Secretary shall keep the minutes of all called meetings of the Association. He will announce time and location of all called meetings and perform all duties normal and customary to the office of the Secretary including:

- Gmail
 - Maintain CSMGA email list.
 - Archive communications/results/league documents.
 - Compose and send occasional emails.
- Control handicaps.
 - Enter Scores for Handicap
 - Create Monthly Handicap Report and upload to the Google Drive.
- Fill-in for treasurer as necessary.
- Maintain League Membership records.

The Treasurer shall keep full and accurate accounts of all monies received by the Association, pay all proper expenses, and perform all other duties inherent in the office of the Treasurer including:

- Ensuring the cashbox/bank account balance.
- Making sure there is enough money in the cash box to make change.
- Maintaining a separate League Bank Account
- Maintaining a spreadsheet for weekly transactions.
- Creating monthly/quarterly/year-end financial reports and other reports as requested by the board.
- Maintaining a mirror handicap program, act as primary contact for Handicap software provider.
- Act as backup to the Secretary and Information Officer.

Information Officer

- Primary contact for the web-site provider.
- Post information to the web-page as needed:
 - League Announcements and Documents
 - Weekly Results
 - Monthly Handicap Updates
 - Create and post sign-up spread sheets for weekly play.
- Send results to newspaper

C. Recall of Officers:

If it is deemed necessary, by a member of the Association, that an elected

officer should be removed from office, a special meeting may be called for that purpose. Such a meeting will require two weeks written notification to the membership at large and result in a majority of members attending such meeting to be a valid call for removal from office. A two thirds (2/3) majority vote of the members in attendance is required to remove an elected officer.

Article VI - Meetings

Board of Directors Meetings: Official meetings of the Board of Directors shall be held quarterly, announced a week in advance, and be open to the membership at large.

Annual Association Meeting: The Association will hold an annual meeting on the last Tuesday in November (+/- two weeks), at which time the election of new officers will be conducted, and a financial report provided to the membership.

Special Activity Meetings: A Special Activity Meeting may be called by the membership at any time an issue requires the attention of the entire association membership. Such a meeting will require two (2) weeks written notice and a majority of members present to form a quorum.

Article VII - Nominations and Elections

Election of officers of the Association shall be held during the Annual Association Meeting. The Board of Directors will provide the membership the information identifying the offices to be filled and request nominations two (2) weeks prior to the meeting. A list of nominations submitted will be provided one (1) week in advance of the Annual Meeting. Nominations will then be presented to the membership in attendance at the Annual Meeting with a majority in attendance required to elect a nominee. Newly elected officers will assume their respective duties on January 1st.

Article VIII - Committees

The President has the authority to form and appoint the chairman of any committee that is deemed necessary to the successful conduct of the business of the Association.

Article IX - Annual Tournament

The Board of Directors shall determine the type and scheduling of an Annual Association Championship Tournament. Any member in good standing, with a valid CSSMGA handicap is eligible to participate in the Annual Tournament.

Article X - Amendments to the By-Laws

The Board of Directors shall have the power to amend or repeal these By-Laws provided that such action shall not be effective until approved by a majority of the members of the Association.

The By-Laws of the Canyon Springs Senior Men's Golf Association were approved by an Association vote on September 11, 2016 witness:



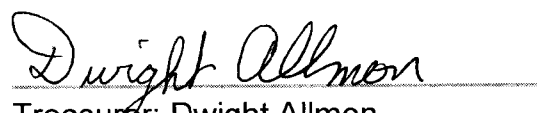
President: Bob Barnhardt



Vice-President: Earl Cornish



Secretary: Jack Driskill



Treasurer: Dwight Allmon



Information Officer: Tony Adamcik