

# **THE GOLF TRAILS OF THE WOODLANDS AND LAKE WINDCREST WGA**

## **BY-LAWS**

### **ARTICLE 1-NAMES**

The name of this organization shall be the The Golf Trails of The Woodlands and Lake Windcrest Women's Golf Association, referred to in this document as the WGA or the Association.

### **ARTICLE II-OBJECTIVE**

The objective of this Association is the promotion of good fellowship and sportsmanship among its members, to encourage the excellence of golf and to recognize achievement by awards and prizes.

### **ARTICLE III-MEMBERSHIP AND DUES**

**SECTION 1.** All female golfing members of The Golf Trails of The Woodlands and Lake Windcrest, eighteen (18) years and older, and in good standing, shall be eligible for membership in WGA.

- A. Any members of the WGA that subsequently join The Woodlands Country Club (WCC) will still continue to be eligible for membership in the WGA. WCC members are not eligible to hold board positions.
- B. Any members that join Lake Windcrest Unlimited (LW Only) prior to 6/1/2018 are eligible to be a full WGA member, but allowed to play in play days and events held at Lake Windcrest course only. The dues will remain the same and follow Article III, Section 2. LW Only members are not eligible to hold board positions.

**SECTION 2.** Annual dues for all WGA members will become due January 1st. Dues for new members joining after September 1st will be one-half (50%) of the annual dues.

### **ARTICLE IV-OFFICERS, EXECUTIVE BOARD, AND THEIR DUTIES**

**SECTION 1.** The officers of the WGA shall be President, Vice President, Secretary, Treasurer, and Tournament Chairs. The outgoing President shall automatically assume the office of Parliamentarian, with full voting privileges. These officers shall constitute the Executive Board.

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**SECTION 2.** The Executive Board shall serve one (1) year and shall take office on January 1. They shall have power to hold preliminary meetings and make any necessary decisions pertaining to the next year's events, prior to that date.

**SECTION 3.** The Executive Board shall have entire control of the management of the affairs, property and policies of the Association, subject to the Constitution/Bylaws of the Association.

**SECTION 4.** The Executive Board shall hold meetings whenever necessary. Four (4) members shall constitute a quorum.

**SECTION 5.** In the event of a vacancy in the office of Vice President, Secretary, Treasurer or Tournament Chairs, the President shall appoint a replacement subject to the approval of the other Executive Board members.

**SECTION 6.** The **PRESIDENT** shall preside at all meetings of the WGA and shall preside as Chair of the Executive Board and have general supervision of the affairs of the Association. She shall call special meetings of either the Executive Board or the general membership at her discretion and shall put into effect policies and plans of the Association. She shall appoint special or ad-hoc committees as necessary. She shall also serve on the Board of Governors. She shall have authority to sign checks in the absence of the Treasurer.

**SECTION 7.** The **VICE PRESIDENT** shall perform all duties of the President's office in the absence of the President. She shall act as Membership Chair for the group. She is responsible for contacting prospective members to the WGA and for keeping an updated list of current members and distributing this list to the membership.

**SECTION 8.** The **SECRETARY** shall take minutes of the general meetings of the WGA and of the Executive Board and shall distribute a copy of these minutes to the membership. She will present a copy of the minutes to the membership at each WGA meeting. She shall assure that all amendments to the Constitution/Bylaws and changes to Standing Rules are properly distributed to the membership. She shall attend to the necessary correspondence of the Association and perform such other duties as may be prescribed by the Executive Board.

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**SECTION 9.** The **TREASURER** shall collect and deposit all funds coming into the WGA and keep a record of the same, subject to an audit as may be authorized by the Treasurer. She shall give a report of the financial condition of the group at each WGA meeting.

**SECTION 10.** The **TOURNAMENT CHAIRS** shall prescribe all conditions of weekly play and tournament events within the WGA, with the exception of the Fall Festival Invitational Tournament which shall have its own committee. The chairs can determine the split of duties between them. They shall determine weekly event winners and awards; keep records and determine winners for low putts, most birdies and chip-ins; and shall present break awards as appropriate. At least one of the chairs shall serve as Chair of the Rules Committee, with assistance from the professional staff. In this capacity, she shall be responsible for any and all local rules as they pertain to WGA golfing activities.

**SECTION 11.** The past President shall serve as **PARLIAMENTARIAN** and advisor to the Constitution/Bylaws, Rules of Order and Standing Rules. She shall be well acquainted with these rules.

## **ARTICLE V-MEETINGS AND COMPETITION**

**SECTION 1.** The general membership shall meet quarterly as set by the Executive Board. General meetings will be scheduled for the convenience of the majority of WGA members. Special meetings may be called by the President, or Vice President, in her absence.

**SECTION 2.** The order of business at each general meeting shall be: Reading of the minutes, Treasurer's report, correspondence, committee reports, old business, new business, club news, and adjournment.

**SECTION 3.** All meetings of the WGA shall be conducted in accordance with Robert's Rules of Order. At any general meeting of the membership, a minimum of thirty percent (30%) of the membership shall constitute a quorum. In the event a quorum cannot be reached, an email or electronic ballot will be deemed acceptable for voting purposes.

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**SECTION 4.** The WGA shall hold monthly competitions.

**SECTION 5.** Any member who resigns from The Golf Trails of The Woodlands and Lake Windcrest will also in effect resign from the WGA. See Article III, Section 1A for the only exception to this. Her name will be removed from the Membership roster and she will no longer have voting privileges.

## **ARTICLE VI-ELECTIONS**

### **SECTION 1. Method of Election of Nominating Committee**

A Nominating Committee, who shall develop a slate of candidates for each elected office, shall be appointed in August or September. The President shall appoint members of the Nominating Committee, which shall consist of three (3) golfers, each representing one of the three play days, i.e., Tuesday, Wednesday and Saturday and who are familiar with the membership.

### **SECTION 2. METHOD OF ELECTION OF OFFICERS**

- A. The Nominating Committee shall present a slate of candidates to the general membership at the 3rd Quarter meeting or emailed to all members prior to year end, having first determined the candidate's willingness to serve, if elected. This slate of candidates should be presented at least 30 days prior to the election.
- B. The slate shall include one (1) or more names for each office. Additional nominations may be made from the floor when the slate is presented.
- C. The Nominating Committee shall develop a ballot for distribution to the general membership on the date of the election. Voting shall be by secret ballot at a general or special meeting or by electronic means.
- D. The Nominating Committee Chair and one (1) other member, whom she shall select, shall tally the ballots and declare the winners. The winner for each office shall be the candidate receiving the most votes.

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### **ARTICLE VII-AMENDMENTS**

These Constitution/Bylaws may be altered or amended by a majority vote of the members, a quorum being present, at any regular or special meeting, or by electronic means, provided advance notice is given. Advance notice shall be at least one (1) month. In addition, any changes made by the Golf Trails of The Woodlands and Lake Windcrest management affecting the WGA Bylaws must be presented to the WGA Executive Board.