

## Blowing Rock Ladies Golf Association

### **PRESIDENT**

1. Preside over all meetings and welcome guests at all LGA events.
2. Plan calendar with Golf Professional, and Executive Board as needed.
3. Prepare annual budget with Treasurer every spring prior to opening of season.
4. Serve on BRCC Golf Committee and report on LGA activities.
5. President appoints all tournament chairs.
6. Work with Director of Golf to submit LGA news, events and play days in weekly emails.
7. Participate with other mountain clubs and their LGA.
8. Ensure Golf Shop staff member monitors Most Birdies, Weekly LGA results, most improved and chip-ins for each season.

### **VICE PRESIDENT**

1. Preside over all meetings in the absence of the President.
2. Near the end of the second year as VP or by early August, the VP will chair the Nominating Committee for officers and committee chairs for the next term. According to the Bylaws, "this Committee consists of the vice President, the outgoing President, and one additional Executive Board member, and two Members of the Association, to be appointed by the Vice President."
3. VP is responsible for chairing the Sadie Hawkins tournament.
4. Update LGA Brochure annually.

### **SECRETARY**

1. Post in the ladies locker room any official LGA minutes and other business issues as required by action of the LGA board members. The officers for the year should remain posted throughout the season.
2. Take minutes at Board meetings and General meetings and post them in a timely manner to the LGA membership.
3. Work with the BRCC New Member Committee to assure that new lady golfers are identified, feel welcome, and are knowledgeable of the LGA organization. Make sure she is introduced at the first possible LGA general meeting as a new member.

### **TREASURER**

1. Maintain checking account, make deposits, reimburse members' expenses on the organization's behalf and balance with monthly statement.

2. Reconcile with Club's Controller on guest days and prizes.
3. Give report as Board meetings and General meeting as to the expenditures and bank balance as they relate to the annual budget.
4. Assist President with annual budgeting process.
5. Store accounting records, bank statements and receipts for current year and previous four years. Coordinate with-CFO to obtain the names of members that have paid LGA dues so that the LGA Roster/Calendar can be printed accurately for the approaching season.
6. Update bank information and signature cards as officers change.

## CONSTITUTION AND BYLAWS

### BLOWING ROCK LADIES' GOLF ASSOCIATION

AMENDED SEPTEMBER, 2021

#### Article I

##### **NAME AND PURPOSE**

The Association shall be called the Blowing Rock Ladies' Golf Association (BRLGA). The purpose of the BRLGA is to promote the game of golf and good fellowship under the direction and approval of the Blowing Rock Country Club (BRCC). The rules of play governing all Association events shall be the Rules of Golf as approved and published by the United States Golf Association (USGA), subject to such modifications as shall be approved by the Board of Directors of the Association.

#### Article II

## **MEMBERSHIP**

### Section 1

Annual Membership – Any person who is a member, ~~or~~ spouse of a member or second party of a member of BRCC may become an active member of the Association by payment of annual Association dues.

### Section 2

Qualifications – Any person joining this Association shall agree to subscribe to its purpose as stated in Article I of the Constitution and shall abide by the provisions of the Constitution and Bylaws. Any new member joining the 18-hole golfers must have an established 18-hole handicap index which equates to a 40 or lower handicap at BRCC. Members rising above this index should consider playing with the 9-hole group.

### Section 3

Expulsion and Reinstatement of Members – The Board of Directors of BRLGA, by majority vote, may censure, suspend or expel any member of the Association for just cause, after due notice, only after consultation with and approval of the Directors of BRCC. The power to reinstate any suspended or expelled member shall rest solely with the Directors of BRCC.

## Article III

### Section 1

Election of Officers - Officers shall be elected by the Association every September at the General meeting. The President and Vice President may extend their positions for an additional year with the approval of the Nominating Committee. The Officers shall comprise the Executive Board of Directors.

### Section 2

Executive Board of Directors – Officers and Committee Chairpersons shall comprise the Board of Directors. Committee chairpersons shall be appointed at the discretion of the President or her designee. The Immediate Past President shall be a voting member and will serve in an advisory capacity to the Board for one year after her term ends – or two if President decides to serve for two years.

### Section 3

Attendance – Officers shall attend all Board Meetings from May through September. Any director failing to attend three (3) meetings in succession may be dropped from membership on the Board by a majority vote of the remaining Board members.

#### Section 4

Removal from the Board – The Officers majority vote, may remove any member from the Board with just cause. Removal from the Board shall also result in loss of any office or committee position within the Association.

#### Section 5

Unfulfilled Terms – In the event of a vacancy within the Board of Directors, appointments to fill the remainder of the term of office or position of vacancy will be made by the President from the active membership roster, with the consent of the majority of the Board of Directors.

### Article IV

#### **MEETINGS**

##### Section 1

Association Meetings – BRLGA meetings shall be held in May or June and September of each year at the BRCC Clubhouse during Opening and Closing Luncheons as scheduled by the Executive Board of Directors.

Special Association Meetings – The-Executive Board or the Membership, with a petition of twenty (20) members in good standing, may call a Special meeting, stating the purpose of the meeting.

Special Board Meetings – The President may call special meetings at her discretion, stating the purpose

##### Section 2

Quorums – An Association Meeting quorum shall consist of two-thirds (2/3) of Members present, in good standing. A Board of Directors quorum shall consist of three of the-five officers: President, vice President, Secretary and Treasurer, President Emeritus.

### Article V

#### **COMMITTEES/ TOURNAMENTS**

##### Section 1

Standing Committees – The committees (listed below) shall be appointed by the President with the consent of a majority of the Board of directors and shall work within their appropriated budgets.

Budget Committee – This committee consists of the Executive Board-and-meets prior to the first Annual Meeting to prepare an annual budget for the operation of all activities of the Association. The Treasurer or President will present this budget to the Board at the May/June membership meeting.

Nominating Committee – This committee consists of the Vice President, the outgoing President, one additional Executive-and two members of the Association, to be appointed by the Vice President. This committee shall meet annually in early August.

Guest Day Committee – Chairpersons for each Guest Day shall be appointed by the President and serve a one-year term at the discretion of the President. And shall submit a summary form to the President and Treasurer.

Member-Guest Committee – The Chairperson for the two-day member/guest, appointed by the President, shall appoint her own committee, which shall have its own budget as designated by the Board of Directors. The Chairperson shall present a written report to the President and Treasurer at the conclusion of the tournament.

Interclub Committee – A chairperson and vice-chairperson, named by the President, shall promote and keep abreast of the events of the season. They will also act as hostesses when the event is held at BRCC.

Charity Tournament Committee – The Chairperson, named by the President, shall appoint her own committee and work with the organization that is the benefactor. The charity shall be appointed by the Executive Board.

Member/Member Committee – The President will appoint the chairperson.

Special Committees – These committees shall be appointed by the President as the need arises.

## Section 2

Any guest of a member that is invited to participate in LGA sponsored tournament events must have an official USGA 18 hole handicap.

## Article VI

### VI AMENDMENTS

#### Section 1

The Constitution must be voted on and approved by the general Membership of the Association. It shall be posted on the Association Bulletin Board at least seven (7) days prior to voting and shall be emailed to members with known email addresses. The Constitution and/or amendments may be amended or ratified at any time, with the unanimous approval of the Executive Board-and two-thirds of the members present.

## **BYLAWS**

1. Dues – The annual dues for each member of the BRLGA, as determined by the Executive Board, are payable by January 31 of each year and shall be automatically debited by BRCC. The BRLGA shall maintain a bank account at a local state bank under the name “BRCC Ladies Golf Association”. Checks shall be signed by the Treasurer or the President of the Association.
2. Executive Board – The Executive Board consists of the President, Vice President, Secretary and Treasurer and Past President.
3. Board of Directors – The Board shall have the authority to conduct business of the Association between annual elections and may, by majority vote, establish rules and regulations concerning the events of the Association.
4. Rules of Order – Robert’s Rules of Order shall govern the meeting of the Executive Board-and all other meetings of the Association.
5. Nominations – At least seven (7) days prior to the September closing meeting, nominations for new officers shall be emailed-to the Association. It shall be the duty of the Nominating Committee to submit to the general membership a slate of candidates consisting of one nominee for each vacant position. Nominations from the floor and “write-in” nominations shall also be entertained.
6. Communication – The BRLGA primary means of communication of members will be via emails by an officer of the Executive Board or the Director of Golf Operations The Bulletin Board in the ladies’ locker room shall serve as the secondary means of communication. It is the responsibility of the members to read all emails and posted information.

Date of last amendment: August, 2022; regarding Article IV, Section 1, Constitution and Committees