

Crooked River Ranch Ladies Golf Club Constitution and By-Laws

PREAMBLE

We, the members of the Crooked River Ranch Ladies Golf Club, declare ourselves an organization for the advancement and good fellowship of women's golf at Crooked River Ranch, and have adopted for our organization the following By-Laws.

ARTICLE I - NAME

This organization shall be known as the Crooked River Ranch Ladies Golf Club.

ARTICLE II - MEMBERSHIP

Membership is open to any woman who is a property owner and/or has paid golf membership, or has golf privileges, and also any woman who has an outside membership with Crooked River Ranch Golf Course, upon payment of annual dues as set by the Board of Directors. A social non-golfing membership is also available to prior members.

ARTICLE III – DUES AND FEES

The Board of Directors, prior to the start of the golf season, shall set annual dues. Dues will not be prorated or refunded. These dues shall include membership in the Oregon Golf Association. Social membership dues, to be set at a nominal level, will not include OGA membership. Existing member's dues shall be paid annually, at a date determined by the Board of Directors. Any dues received after the due date shall be subject to an additional fee.

ARTICLE IV – THE BOARD OF DIRECTORS

The Board of Directors is composed of the elected officers and standing committee chairs. The President appoints all standing committee chairs.

The Board shall consist of the elected officers of President, Vice President, Secretary, Treasurer, Sergeant at Arms, and the appointed committee chairs of Handicap, Play Day, Tournaments, 18 Hole and 9 Hole Visitations. Note: There shall be a Tournament Chair and sub-chairs for various events.

A quorum shall consist of five members of the Board of Directors and the President or Vice President. Board meetings shall be held at the discretion of the President.

ARTICLE V- OFFICERS DUTIES

It shall be the duty of the President to preside at all meetings and to perform such duties as the office may require.

SHE SHALL MAKE NO MOTIONS OR AMENDMENTS, NOR VOTE ON MOTIONS, UNLESS THE VOTE, WHETHER IT IS OF THE BOARD OR THE MEMBERSHIP, IS EQUALLY DIVIDED, IN WHICH CASE SHE WILL CAST THE DECIDING VOTE.

The President shall appoint the OGA Representative and all committee heads.

In the absence or physical inability of the President, the Vice President shall perform the duties of the office.

The Secretary shall keep the minutes of all meetings and update governing documents as needed.

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ARTICLE V- OFFICERS DUTIES (continued)

The Treasurer shall manage the fiscal affairs of the Club under the supervision of the Board of Directors.

In addition to duties as specified by the President, the Sergeant at Arms shall maintain order at all Club meetings and ensure that meetings are conducted in accordance with Roberts Rules of Order.

The President and Treasurer shall set up a non-interest bearing checking account and interest bearing savings account under the name of the Crooked River Ranch Ladies Golf Club. The checks shall have the authorized signature of the Treasurer or President. The President shall audit the bank accounts on a monthly basis.

The Board of Directors shall approve all bills over \$100 not previously included in the annual budget.

All decisions affecting members made by the Board of Directors shall be brought to the membership for final approval.

In the event of the resignation of an officer, the Board of Directors may appoint a replacement to serve out the remainder of the term.

ARTICLE VI – NOMINATIONS AND ELECTIONS

The term of office for elected positions shall be two years. The President shall appoint a nominations committee of three members. The committee will stay in service for a term of two years coinciding with the biennial election process. During that term the committee will assist in mid-term elections and appointments as needed to fulfill term requirements. The nominating committee shall present a slate of nominees for President, Vice President, Secretary, Treasurer and Sergeant at Arms at the regular Fall meeting in each election year. In addition to the roster presented, nominations will be accepted from the floor. The election of officers shall proceed immediately following the closing of the nominations. Installation of officers is to take place at the same Fall meeting, with duties commencing on January 1 of the subsequent year.

ARTICLE VII - MEETINGS

Regular meetings shall be held twice a year, in the Spring and Fall, with meeting dates to be set/changed at the discretion of the Board of Directors.

ARTICLE VIII – HONORARY LIFETIME MEMBERS

To be eligible for this honor, a member must be active with the Crooked River Ranch Ladies Golf Club, have belonged to the Club for the previous 15 years, and be over the age of 80. Presentation of this honor will be made after the member turns 80, in the same year. Once a member is voted into Honorary Lifetime Membership, she will be responsible for payment of her own OGA dues each year.

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ARTICLE IX - AMENDMENTS

A quorum of the members of the Club shall be required to make changes in the governing documents of the Club. Members present at said meetings shall constitute a quorum.

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