

QUAIL CREEK LADIES 18 HOLE GOLF ASSOCIATION BY-LAWS

ARTICLE I – GENERAL

Section 1 – Name

The name of this association shall be Quail Creek Ladies' 18-Hole Golf Association. The official abbreviation shall be QCLGA.

Section 2 – Objectives and Purpose

The objective of QCLGA is to promote good fellowship and sportsmanship among its members, and to encourage active participation in playing golf by taking part in weekly events and golf tournaments conducted in accordance with USGA Rules and Quail Creek local rules.

ARTICLE II – MEMBERSHIP

Section 1 – Eligibility

Those eligible for membership in QCLGA shall be amateur women golfers, who: 1) are Quail Creek property owners in good standing, or 2) have placed a down payment to build a home at Quail Creek, or, 3) hold a special non-resident Quail Creek Annual Golf Membership, or 4) have a rental contract for a home in Quail Creek. In case 2), if, for any reason, either they, or Robson Community Incorporation (RCI) cancel the contract, their membership in QCLGA will be terminated immediately. In case 3), their eligibility would remain through the duration of their membership. In case 4), the membership is good only for the duration of the rental contract.

Section 2 – Fiscal Year

The Fiscal Year shall be January 1st through December 31st

Section 3 - Dues and Fees

The annual dues of QCLGA shall be proposed by the Governing Board, and shall be voted upon by the membership. Dues are payable through the AGA website starting in November requiring to be paid by December 20th or you will have to renew as a new member. Handicap fees are established by AWGA, and are also payable November 1. Dues and fees are non-refundable.

ARTICLE III - GOVERNING BOARD

Section 1 – Elected Officers

The Governing Board of QCLGA shall include five (5) voting Officers: President, Vice-

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President, Secretary, Treasurer and Tournament Chair. Officers will be elected for a term of one year. The President will be limited to two consecutive terms.

Section 2 – Committee Chairpersons

The Governing Board of QCLGA shall include non-voting Committee Chairpersons. The Officers shall meet prior to the January General Meeting, and choose the Committee Chairpersons as required. The past President will serve on the Board in an advisory position. All Committee Chairpersons should attend Board meetings.

Section 3 – Vacancies

The Officers shall fill any vacancy on the Governing Board, should a vacancy occur, except for the President, in which case, the Vice-President shall assume the duties.

ARTICLE IV – NOMINATIONS AND ELECTIONS

Section 1 - The Nominations and Elections Committee

The Committee shall consist of five members of QCLGA. The Committee shall be appointed by the President and approved by the Governing Board no later than April 1st. Nominations and Elections Committee members cannot be candidates for the Governing Board.

Section 2 – Nominations

The proposed slate of nominations shall be posted no later than Sept 1st. To run for President you must have been a Board member or have prior experience.

Section 3 – Elections

Ballots will be emailed to all current members 30 days prior to the Annual Fall Meeting. Members will cast their vote by US Mail, email, or in a ballot drop box, designated by the Nominations and Elections Committee. Votes must be cast no later than 5 days prior to the Annual Fall Meeting. Results will be announced at the Annual Fall Meeting. When all the Board candidates run unopposed, the new Board will be confirmed at the annual fall meeting.

ARTICLE V - FINANCIAL

Section 1 – Budget

The Budget Year shall be January 1st through December 31st. The President, working with the Treasurer, shall obtain from all Officers and Committee Chairpersons information necessary to compile an annual Operating Budget. The annual Operating Budget shall contain a reasonable estimate of revenues to be received during the year as well as proposed operating expenses. The total proposed expenses shall not exceed the total

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estimated revenues. The Governing Board shall adopt an annual Operating Budget no later than February 1st.

Section 2 – Audit Committee

The President shall select 2 members from the general membership to form an Audit Committee. Elected Officers or Committee Chairpersons may not be a member of the Audit Committee. The Audit Committee shall report directly to the President. Audit Committee members should have general accounting knowledge or work experience. By December 31 of each year, the Audit Committee shall examine the Treasurer's records for that year. The auditors, having certified to the records correctness, shall submit their report to the President for approval. The President will make the Treasurer's Annual Report available to the general membership

Section 3 – Check Signing

All checks written on the QCLGA account shall require the signatures of two Officers. The President, Vice-President, Secretary and Treasurer shall have signature authority.

Section 4 – Records

Financial records will be retained for a period of not less than three (3) years.

ARTICLE VI - MEETINGS

Section 1 – Governing Board

The President will determine meetings of the Governing Board.

Section 2 – General Meetings

A General Meeting of QCLGA will be held 2 (two) times per year and may be conducted after a weekly play day. Any four (4) QCLGA members may call a General Meeting with seven (7) days notification in writing.

Section 3 – Quorum

A legal quorum of any of the above meetings shall be the majority of those present.

ARTICLE VII - AMENDMENTS/REVISIONS

By-laws may be repealed, amended, or revised by the majority vote of members voting. Notice of changes or amendments shall be posted at least 30 days prior to the vote.

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ARTICLE VIII - AUTHORITY

Roberts Rules of Order, Revised, shall be the final authority as to parliamentary procedure at all meetings of QCLGA. These By-Laws are subordinate to and shall not take precedence over the by-laws of Quail Creek Country Club.

Adopted: November 18, 1990

Revised: September 18, 1991, December 18, 2003, December 11, 2008, January 27, 1994, March 24, 2005, October 18, 1995, June 1, 2006, March 12, 1997, June 15, 2006, February 10, 1999, August 17, 2006, January 1, 2003, September 27, 2007, March 24, 2003, November 13, 2008, May 9, 2013, November 14, 2013, November 13, 2014, November 16, 2017, April 3, 2019, May 20, 2021.