

Robson Ranch

Men's Golf Association

Constitution and By-Laws

Inception 11-19-07

Robson Ranch Men's Golf Association
Constitution and By-Laws – Sept 4, 2019

Article 1 Name

The name of this organization shall be the Robson Ranch Men's Golf Association, hereafter referred to as RRMGA.

Article 2 Purpose

The purpose of the RRMGA shall be

First: To stimulate interest in golf at the Robson Ranch Golf Club.

Second: To provide social and golfing contact among its members.

Third: To promote, encourage and advance golf in accordance with the rules adopted by the United States Golf Association (USGA) subject to modifications by RRMGA local rules.

Fourth: To encourage conformance to the USGA Rules of Golf by creating a representative authority.

Fifth: To maintain a uniform system of handicapping as set forth in the USGA Handicap System and issue USGA Handicap Indexes to the members, and to educate its members on the proper use of the handicap system.

Sixth: To provide an authoritative body to govern and conduct club events.

Seventh: To promote courtesy and sportsmanship in the name of golf.

Eighth: To provide and aid in the maintenance and improvement of the golf course.

Article 3 Membership

Section 1: Members in the RRMGA shall include but not be limited to property owners at Robson Ranch. Any non Robson Ranch resident must be approved by the board before becoming a member. All members shall be accepted to membership subject to their paying appropriate dues on a regular basis. The membership year runs from January 1 through December 31.

Section 2: Regular members that are Robson Ranch property owners shall be eligible to vote, hold office and serve on committees in accordance with the Constitution and By-Laws.

Section 3: Memberships in the club are individual and non-transferable

Section 4: A member is expected to play the game of golf in accordance with normally accepted standards of etiquette and in accordance with the rules of golf. In addition he is expected to treat other members with respect.

Any member, who is charged with conduct making him undesirable as a member, shall be subject to suspension or termination. Charges must be made in writing to the Board of Directors and if made, the accused member shall:

- A) Be given written notice as to the charges
- B) Be given a hearing before the Board
- C) Be notified by the Board as to their determination if any action, if needed

Section 5: To participate in the weekly tournaments the participant must be a member in good standing and one of the two following conditions must be met

- 1) He has a current AGA handicap or a current USGA handicap. Current is defined as within the past 60 days.
- 2) If he is a new member who does not have a current handicap but does have 5 current scorecards, a temporary handicap will be determined by the Handicap Chairman or another member of the board in his absence. No guest will be allowed to play in the weekly tournaments.

Article 4 - Membership dues

Section 1: Membership dues for the golf year become due and payable by December 31 for the following year. The Board of Directors shall establish dues structure each year for the following year. Membership applications and renewals must be made online via the AGA website (www.aga.org).

Article 5 - Officers and Board of Directors

Section 1: The Board of Directors, hereafter, referred to as the Board shall consist of all officers and committee chairman. All of these positions will be elected into office at the annual meeting.

Section 2: Three members of the board including at least two officers shall constitute a quorum.

Section 3: The immediate past president automatically become a nonvoting member of the Board and act in an advisory capacity.

Section 4: Board members must be full time homeowners in accordance with Robson Ranch sales and HOA guidelines and rules.

Article 6 - Duties of Officers

Section 1: The duties of the president shall be:

1. Preside over all meetings and be the chief executive officer of the executive board.
To be an ex-officio member of all committees, as deemed necessary.
2. To sign all official documents which have first been approved by the executive board.
3. Perform other duties as provided by the by-laws or authorized by the board.
4. He shall also appoint two members, not serving on the board, to audit the treasurer's report prior to the annual meeting

Section 2: The duties of the vice president shall be:

In the absence or inability of the president to act, have and perform the powers and duties herein prescribed for the president. He shall also be in charge of all social events and projects as assigned.

Section 3: The duties of the secretary/treasurer shall be:

1. To keep full and complete minutes and records of all minutes and attend to all correspondence.
2. To supervise the receiving, and depositing of all monies belonging to RRMGA.
3. To keep the books, which are subject to audit, and disburse funds as directed by the Board. To issue and sign checks for \$250.00 or less.
4. He may also issue checks in excess of \$250.00 if
 - a) The amount is pre-approved by the Board
 - b) The check is to Robson Ranch Golf Club for prize chits
5. He shall render a detailed report of all expenditures at regular meetings.
6. He shall, with the president, prepare a yearly budget for the Boards approval.
7. He shall make disbursements to members and shall receive an itemized voucher
8. He shall keep accurate records and report membership changes immediately to the President and Tournament and Handicap chairman.
9. He shall perform such duties as the president from time to time.

Section 4: Check signing

The Board Officers have delegated authority to sign all checks. Any check over \$250.00 requires two signatures except as described in section 3

Article 7 - Duties of Chairman of Standing Committees

Section 1: The duties of the Tournament Chairman shall be:

1. To schedule and conduct all weekly and special tournaments.
2. He shall also prepare and post on the bulletin board or electronically, a monthly calendar of events, together with the results of those events.
3. The tournament chairman may, at his discretion, with Board approval, form a tournament committee to share in the work.

Section 2: The duties of the Handicap and Rules Chairman shall be:

1. See that each member has a local number and an official handicap.
2. See that all scores are recorded correctly in the computer and those handicaps are calculated periodically in accordance with USGA rules.
3. Assign such temporary handicaps to new members as necessary.
4. Be responsible for policing the handicap system to insure that all members are using the system in accordance with USGA rules.
5. The Handicap Chairman may, at his discretion, and with Board approval, form a handicap committee to share in the work.
6. To familiarize himself with the USGA rules of golf, he shall provide published local rules for RRMGA competitions.
7. The Handicap and Rules Chairman along with the other officers of the Board shall be the rules committee. This committee shall act as a grievance committee to settle all disputes and disagreements that may arise concerning these rules.

Article 8 - Meetings

Section 1: A membership meeting in March shall be known as the annual meeting and shall be for the purposes of receiving annual reports, the election of officers, and whatever other business may be appropriate. Members in good standing (subject to article 3 section 2) shall be eligible to vote. 10% of the total membership shall constitute a quorum.

Section 2: Special meetings may be called by the president. It shall be the duty of the president to call a special meeting within 30 days after receipt of a written request by 10 or more members.

Section 3: Board meetings shall be held once a month unless otherwise requested by the president of a majority of the Board.

Section 4: Roberts Rules of Order, revised, shall be the authority for the conducting of all meetings.

Article 9- Nominating Committee and Elections

Section 1: The president shall appoint a nominating committee from the members in good standing. They shall present a slate of candidates for the position(s) of Vice President, Secretary/Treasurer, Tournament Chairman and Handicap Chairman to the existing board as applicable. The President and Vice President will serve one year terms and after that year, the current Vice President will assume the position of President for one additional year. The members at the meeting may nominate candidates from the floor. Officers and other Board members shall be elected by majority vote of the members present.

Section 2: The Chairman of the nominating committee shall present the slate at the annual meeting and post the slate on the RRMGA bulletin board at least two weeks prior to the membership meeting.

Section 3: The term of the new officers shall run from April 1 through March 31.

Section 4: Should the office of President become vacant, the Vice President shall succeed him and a new Vice President shall be elected by the Board from the existing Board membership. Should any other officer or chairmanship position become open, the Board will appoint a person to that position.

Section 5: An absentee ballot for election may be requested by any member provided the request is made at least 10 days prior to the election. The ballot must be returned prior to the day of election in order to be valid and counted.

Amendments to the Constitution and By-Laws

This constitution and the By-laws may be amended at any regular meeting or special RRMGA meeting by a vote of at least 2/3 of the property owner members present, provided the proposed amendment has been read at a previous meeting or posted on the RRMGA bulletin board at least 30 days prior to voting.

Article 10 - Signatures

President

Date

Vice President

Date

Secretary /Treasurer

Date

Amendments to the Constitution and By-laws

November 19, 2010 amended by-laws

1) Article 3 Memberships - Section 1

Effective December 1, 2010, existing non Robson Ranch resident members are grandfathered into the RRMGA club and will be eligible to renew their membership on an annual basis. Applications for membership from non Robson Ranch residents shall be limited to one (1) percent of the annual RRMGA total membership.

2) Article 6 Duties of Officers - Secretary/ Treasurer

An annual financial only audit shall be completed each year to cover the preceding physical period of October 1st through September 30th.

The audit shall be completed in time to be presented for approval at the November board meeting.

3) Article 6 Duties of Officers - Secretary/Treasurer

The audit shall be completed by a qualified person to do audits and that person shall not be a current Board member.

4) On orders from Robson Communities Inc. The last sentence in the Amendment titled Article 3 Membership - Section 1, “Applications for membership from non-Robson Ranch residents shall be limited to one (1) percent of the annual RRMGA total membership” has be stricken from the Constitution.

Amendments to the Constitution and By-laws

September 2016 amended by-laws

1) Article 5 - Officers and Board of Directors - Section 1: The Board of Directors, hereafter, referred to as the Board shall consist of all officers and committee chairman. All of these positions will be elected into office at the annual meeting. ~~in November.~~

2) Article 7 - Duties of Chairman of Standing Committees - Section 1:
To schedule and conduct all weekly and special tournaments. He shall also prepare and post on the bulletin board *or electronically*, a monthly calendar of events, together with the results of those events. (added electronically)

~~To familiarize himself with the USGA rules of golf, he shall provide published local rules for RRMGA competitions. The Handicap and Rules Chairman along with the other officers of the Board shall be the rules committee. This committee shall act as a grievance committee to settle all disputes and disagreements that may arise concerning these rules.~~

(Remove - duplicate wording from Handicap Chairman Duties)

3) Article 8 - Meetings - Section 1: A membership meeting in ~~March~~ *November* shall be known as the annual meeting and shall be for the purposes of receiving annual reports, the election of officers, and whatever other business may be appropriate.

4) Article 9 - Nominating Committee and Elections - Sections 2&3

Section 2: The Chairman of the nominating committee shall present the slate at the ~~November~~ annual meeting

Section 3: The term of the new officers shall run from ~~January~~ *April* 1 through ~~December~~ *March* 31.

Amendments to the Constitution and By-laws

August 2017 amended by-laws

Article 9- Nominating Committee and Elections

Section 1: The president shall appoint a nominating committee from the members in good standing. ~~The nominating committee shall consist of three members, a Chairman, and two additional members.~~ They shall present a slate of candidates for the position(s) of Vice President, Secretary/Treasurer, Tournament Chairman and Handicap Chairman *to the existing board as applicable. The President and Vice President will serve two year terms and after those two years, the current Vice President will assume the position of President for two additional years.* ~~The current Vice President shall assume the position of President.~~ The members at the meeting may nominate candidates from the floor. Officers and other Board members shall be elected by majority vote of the members present.

(This amendment to the by-laws changes the term length for President and Vice President to two years instead of the current one year.)

Amendments to the Constitution and By-laws

November 2017 amended by-laws

Article 6 - Duties of Officers

Section 3: The duties of the secretary/treasurer shall be:

To keep full and complete minutes and records of all minutes and attend to all correspondence. To supervise the receiving, and depositing of all monies belonging to RRMGA. To keep the books, which are subject to audit, and disburse funds as directed by the Board. To issue and sign checks for ~~\$50.00~~ \$250.00 or less. He may also issue checks in excess of ~~\$50.00~~ \$250.00 if

- a) The amount is pre-approved by the Board
- b) The check is to Robson Ranch Golf Club for prize chits

He shall render a detailed report of all expenditures at regular meetings. He shall, with the president, prepare a yearly budget for the Boards approval. He shall make disbursements to members and shall receive an itemized voucher for each expenditure. He shall keep accurate records and report membership changes immediately to the President and Tournament and Handicap chairman. H shall perform such duties as the president, from time to time, may authorize and prescribe.

Section 4: Check signing

The Board Officers have delegated authority to sign all checks. Any check over ~~\$50.00~~ \$250.00 requires two signatures except as described in section 3

(This amendment increases the check writing limit from \$50.00 to \$250.00)

Amendments to the Constitution and By-laws

September 2019 amended by-laws

Article 9- Nominating Committee and Elections

Section 1: The president shall appoint a nominating committee from the members in good standing. They shall present a slate of candidates for the position(s) of Vice President, Secretary/Treasurer, Tournament Chairman and Handicap Chairman to the existing board as applicable. The President and Vice President will serve ~~two~~ one year terms and after ~~those two years~~, that year the current Vice President will assume the position of President for ~~two~~ one additional years. The members at the meeting may nominate candidates from the floor. Officers and other Board members shall be elected by majority vote of the members present.

Section 2: The Chairman of the nominating committee shall present the slate at the annual meeting and post the slate on the RRMGA bulletin board at least two weeks prior to the membership meeting.

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