

# **Robson Ranch Men's Golf Association**

## **Constitution and By-Laws** Inception – Nov. 19, 2007

# RRMGA Constitution and By-Laws

## 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 World Handicap System Rules of Handicapping 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.

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## **Article 3 Membership**

**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.

**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, Article 5 Section 4.

**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:

- 1) Be given written notice as to the charges.
- 2) Be given a hearing before the Board.
- 3) 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 have a USGA Handicap Index.

## **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](http://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 chairmen. 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.

# RRMGA Constitution and By-Laws

## 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 RRMGA board.
- 2) To be an ex-officio member of all committees, as deemed necessary.
- 3) To sign all official documents which have first been approved by the RRMGA board.
- 4) Perform other duties as provided by the by-laws or authorized by the board.
- 5) 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:

- 1) In the absence or inability of the president to act, have and perform the powers and duties herein prescribed for the president
- 2) 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 either:
  - a) The amount is pre-approved by the Board, or
  - b) The check is to Robson Ranch Golf Club for prize money payouts.
- 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, Tournament Chairman, and Handicap and Rules 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.

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## **Article 7 - Duties of the 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 ensure that all members are using the system in accordance with USGA Rules of Golf.
- 5) The Handicap Chairman may, at his discretion, and with Board approval, form a handicap committee to share in the work.
- 6) 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 shall be eligible to vote, in accordance with Article 3 Section 2. Ten percent 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 or a majority of the Board.

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

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## 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 and Rules 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 annual 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 annual 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 two thirds 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

# RRMGA Constitution and By-Laws

## Changelog

### November, 2010

#### Article 3 Section 1

- Add grandfathering in the club for existing non-resident members
- Remove the limit of 1% for non-resident members

#### Article 6 Section 1

- Add President to appoint two non-board members to audit finances prior to annual meeting

### September, 2016

#### Article 5 Section 1

- Remove reference to November election

#### Article 7 Section 1

- Added the option to post the calendar electronically
- Remove paragraph about “providing local rules”, duplicate from Handicap Chairman duties

#### Article 8 Section 1

- Change “November” meeting date to “March” meeting date

#### Article 9 Section 1

- Change “November” with “March”

#### Article 9 Section 2

- Change “January through December” to “April through March”

### August, 2017

#### Article 9 Section 1

- Remove sentence requiring the nominating committee to have 3 members
- Change “one year term” to “two-year term” for President and Vice-President

### November, 2017

#### Article 6 Section 3

- Change “\$50” to “\$250”, two places

#### Article 6 Section 4

- Change “\$50” to “\$250”

### September, 2019

#### Article 9 Section 1

- Change “two-year term” to “one year term” for President and Vice-President

### February, 2021

#### General

- General formatting, spelling, and grammar cleanup

#### Article 3 Section 5

- Remove antiquated (previous to the WHS) list of requirements for a USGA Handicap Index