

CONSTITUTION AND BY-LAWS  
OF  
BUNKER HILLS LADIES GOLF LEAGUE  
COON RAPIDS, MINNESOTA  
Revised 9/18/2019

**ARTICLE I NAME**

The name of this association shall be the Bunker Hills Ladies Golf League.

**ARTICLE II PURPOSES**

The purposes of this League shall be:

1. To promote the interests of golf for the members of the Bunker Hills Ladies Golf League.
2. To promote and execute all golfing events for the members of this League.
3. To acquire and provide funds for carrying out the above listed purposes.

**ARTICLE III MEMBERSHIP AND DUES**

1. The dues of this League shall be as determined per calendar year and must be paid by May 15<sup>th</sup> of the year. The president may make exceptions based on a member's request and situation.
2. The maximum number of members in the Bunker Hills Ladies Golf League shall be determined by the Board of Directors (BoD).
3. Openings for membership in the League shall be filled in accordance with the following rules:
  - a. First preference shall be accorded to women who were regular members through the immediate past season, and who within the time set by the Board of Directors, indicate their intention to continue as regular members by payment of dues.
  - b. Women who want to become members of this League after the membership is filled will indicate as such by filing their names with the Evening League Division Manager. These women will be taken into the League as vacancies arise, in chronological order.
4. Only members of the Bunker Hills Ladies Golf League shall participate in League events. Guest players may play but are not eligible to collect any winnings.
5. In the event any member is expelled, that member shall forfeit her dues paid for the year in which she is expelled. The decision of the Board of Directors to expel a member may be appealed to a meeting of the members, and such decision shall be sustained if a majority of the members present vote to support the decision of the Board.

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6. In order to participate in the Club Championship you must play in four League Events.
  - a. All League Division members are eligible to play in the 18 Hole Club Championship,
  - b. Any participant in the Club Championship event is eligible to be the Low Gross Club Champion.
7. There will be two General Membership meetings per year – one in the Spring and one in the Fall.
8. Bunker Hills Local Rules apply to all League Events.
9. Bunker Hills Ladies League ByLaws shall be posted.

**ARTICLE IV OFFICERS**

1. The elected officers of this League shall be the President, Secretary/Handicap Chair and Treasurer. These officers are generally to be elected at the annual fall meeting. The officers will be elected for a term of two (2) years-in order to maintain continuity. The duties of these officers are, but not limited to, the following:
  - a. President shall:
    - (1) be the Chief Executive Officer and Chairman of the Board of Directors (BoD) and preside over all meetings.
    - (2) call meetings of the officers and BoD whenever necessary.
    - (3) serve as the liaison with the Pro Shop staff
    - (4) develop the League Calendar with the Golf Operations Manager
    - (5) Serve as CoSigner on League Bank Accounts.
    - (6) Following term will serve as Past President on Board of Directors.
  - b. Treasurer shall:
    - (1) receive all of the League's monies and deposit the same in accounts approved by the BoD.
    - (2) keep a full and accurate account of all written receipts and disbursements and prepare a budget to be approved and controlled by the BoD. Copies of the budget will be submitted at the Spring and Fall Annual Meetings.
    - (3) Money is disbursed to each Division in the League based on the number of members in the Division.
    - (4) Keep all applications and lists of all members including their phone numbers and addresses.
    - (5) On request by the BoD or the membership, have the league's books audited by a qualified auditor who has the approval of BoD.
    - (6) Serve as CoSigner on League Bank Accounts.

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d. Secretary/Handicap Chairperson shall:

- (1) Record minutes of all meetings
- (2) Be responsible for all correspondence and papers belonging to the League,
- (3) Be responsible for assuring every member is entered into the GHIN system and makes corrections as required.
- (4) Perform other duties as delegated to her by the Board of Directors and/or by the President.

**ARTICLE V BOARD of DIRECTORS**

1. The Board of Directors (BoD) shall consist of the elected officers (President, Past President, Secretary/Handicap Chair, and Treasurer) as well as the Evening League Division Manager and Social Play Representatives(3) and one At-Large Board Member. The BoD must have at least one representative from each division. The BoD may solicit at-large members to ensure representation of all Divisions is appropriate. All BoD members are eligible to vote.
  - a. Social Play Representatives are volunteers appointed by the BoD in each division. They ensure the weekly entries into the GHIN system are posted properly and in a timely fashion and communicate messages about the weekly games to their members.
  - b. Evening League Division Manager is a volunteer appointed by the BoD and is responsible for items specific to the Evening League Division to include:
    - (1) Collect registrations and fees prior to the start of League play.
    - (2) Filling available tee-times.
    - (3) Communicating with Division membership on issues particular to the Division
    - (4) Directing the treasurer on special weekly payments to the Pro Shop.
    - (5) Maintaining rosters
    - (6) Maintaining a waiting list
2. Board members shall hold office for two years and the duties of the BoD include, but are not limited to the following:
  - a. act as the Nominating Committee and present a slate of candidates every two years for the annual Fall Meeting. Nominations from the floor shall also be added to the ballot.
  - b. prepare, maintain and control a budget of all League's monies.
  - c. ensures duties of the elected officers are fulfilled.

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3. By unanimous vote of the BoD, or by vote of at least two-thirds (2/3) of the membership present at an annual or special meeting, any member of this League may be expelled for good cause, including, but not limited to unsportsmanlike conduct, harassment, vulgarity, violation of rules, or any conduct which results in adverse reflection on this League.
4. In the event a Board member is not able to complete their term, the Board of Directors may appoint a member to fill out the term of said Board member.

**ARTICLE VI ORGANIZATION**

1. This League shall be a non-profit organization, organized solely for the social benefits of its members.
2. The League will consist of three (3) divisions – 18-hole day division, 9-hole day division and the 9-hole evening division.
3. This League shall not be liable to any member or any other person for damage or claim arising out of this League's operation, and any member applying and being accepted into this League hereby waives any such damage or claim which may exist at the present time or which may at any future time exist.
4. Control and management of the affairs, funds and properties of the League shall be vested in the BoD.
5. All checks, bonds, or contracts in writing, necessary for the conduct of the business of the League, shall be signed by the Treasurer.
6. A quorum requires at least 51% or more of the BoD to be present. A majority of Directors present at any meeting shall determine the action of the board.
7. Committees may be formed at the discretion of the BoD. The duties and responsibilities of each committee are as follows:
  - a. to establish rules and/or procedures governing their particular events or activity.
  - b. to inform members of all information concerning events.
  - c. to budget monies given for their committee.
  - d. to purchase and award prizes.
8. "Roberts' Rules of Order, Revised" shall govern the proceedings of this League except in which cases as are covered by the By-Laws or standing rules adopted by the Board of Directors.

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**ARTICLE VII AMENDMENTS**

1. These By-Laws may be repealed or amended or new By-Laws adopted by a two-thirds (2/3) majority of the members present at the Annual Meeting or at any special meeting held for that purpose.
2. Any member may propose amendments, additions or changes to the By-Laws to any member of the BoD who will then present them to the BoD. Such proposed changes shall be submitted in writing to a member of the BoD.