

**CONSTITUTION AND BY-LAWS
RUM RIVER HILLS LADIES' GOLF CLUB**

RAMSEY, MINNESOTA

ARTICLE I. NAME

The name of this association shall be the Rum River Hills Ladies' Golf Club.

ARTICLE II. MEMBERSHIP AND DUES

1. The dues of this club shall be determined per calendar year by the board. A league member is a golfer in good standing when the dues have been paid. Only paid members are eligible to participate in League events.

2. Any member delinquent with dues shall be automatically dropped from membership of the club. Each member has the option of picking up membership after one year by stating intent to rejoin.

3. Only members of the Rum River Hills Ladies' Golf Club shall participate in Club events.

4. By unanimous vote of the Board of Directors or by a vote of at least two-thirds (2/3) of the membership present, at an annual or special meeting, any member of this club may be expelled for good cause, including but not limited to, unsportsmanlike conduct, vulgarity, violation of the rules, or any conduct which results in adverse reflection on this club. In the event any member is expelled, that member shall forfeit her initiation fee and dues paid for the year in which she is expelled. The decision of the Board of Directors to expel a member on the grounds named above may be appealed to a meeting of the members, and such decision shall be sustained if a majority of all members present vote to support the decision of the Board.

ARTICLE III. BOARD OF DIRECTORS

1. The Board of Directors shall consist of the President, Vice President, Secretary, Treasurer, Events Chair and Director.

2. The duties of the Board of Directors are as follows:

A. Act as nominating committee and present a slate of candidates for the annual Fall meeting. Nominations from the floor shall also be added to the ballot.

B. Establish dates for all golfing events for inter-club activities.

C. Prepare, maintain and control a budget of all club moneys.

D. Appoint a member to fill out the term of a board member in case of said member's moving, resignation, or death.

E. Appoint a member to be the administrator of the league's website.

3. Club Officers of President, Vice President, Secretary, Treasurer, Event Chair and Director shall only have their membership fees paid by the league. They will be responsible for paying all additional fees, i.e.: Handicap fees, hole-in-one insurance, etc.

ARTICLE IV. OFFICERS

The officers of this club shall be a President, Director, Vice President, Secretary, Treasurer, and Events Chair. These officers shall be elected at the annual Fall meeting. All officers of this club shall be active participants in order to receive a paid membership into this league. An active participant is defined as an individual who attends a minimum of two-thirds of the scheduled meetings and fulfills the duties corresponding to her title as defined below. The duties of these officers are as follows:

1. President
 - A. Serve as the chief executive officer and chair of the Board of Directors and preside over all meetings.
 - B. Coordinate all the club's activities.
 - C. Call meetings of the officers and Board of Directors whenever necessary.
 - D. Serve on the Board as a Director for the year following the expiration of her term as President in an advisory capacity.
2. Director
 - A. This position is a non-voting member of the Board.
 - B. Serve as counsel to the current President and Board.
 - C. Be an emergency back-up for any other Board Member
 - D. Perform any duties delegated by the President and/or Board.
3. Vice President
 - A. Perform duties of the President in her absence.
 - B. Serve as President for the year following her term as vice president.
 - C. Take charge of the away-invitationals.
 - D. Advertise, keep membership informed of league news by various communication methods including Social Media and other electronic options.
 - E. Keep on file a list of all members, including their phone numbers and addresses. Keep accurate email addresses for all members
 - F. Perform any duties delegated by the President and/or Board
4. Secretary - The Secretary shall serve a two-year term.
 - A. Keep minutes of all meetings.
 - B. Maintain a file of league business correspondence.
 - C. Keep locker room bulletin board current.
 - D. Perform any duties delegated by the President and/or Board.

5. Treasurer - The Treasurer shall serve a two-year term.
 - A. Receive all club moneys and deposit the same in depositories approved by the Board of Directors.
 - B. Keep a full and accurate account of all receipts and disbursements and prepare a written report to be submitted at the Spring and Fall annual meetings.
 - C. The books of Rum River Hills Ladies' League shall be audited biennially following the term of the Treasurer. Two members will be selected by the Board of Directors to do so.
 - D. Receive membership applications, prepare the membership roster and submit to Events Chair.
 - E. Confirm accuracy of annual GHIN billing (to be coordinated with the Events Chair)
 - E. Perform any duties delegated by the President and/or Board.

6. Events Chair - The Events Chair shall serve a two-year term.
 - A. Coordinate all weekly club events except for any special events (i.e.--Mother/Child, Guest Day, etc.).
 - B. Disburse Events Committee funds to the events played. This position is accountable to the Board for all weekly moneys paid out.
 - C. Enter Weekly Event scores
 - D. Coordinate with the Treasurer the acceptance and entry of members into the GHIN and the Genius systems.
 - E. Confirm accuracy of annual GHIN billing (to be coordinated with the Treasurer)
 - F. Perform any duties delegated by the President and/or Board.

ARTICLE V. ORGANIZATION

1. This club shall be a non-profit organization organized solely for the social benefit of its members.
2. This club shall not be liable to any member or any other person for any damage or claim arising out of this club's operation. Furthermore, any member applying and being accepted into this club hereby waives any such damage or claim which may exist at the present time or which may at any future time exist.
3. Control and management of the affairs, funds and properties of the club shall be vested in the Board of Directors.
4. All checks, bonds, contracts in writing, necessary for the conduct of business of the club, shall be signed by the Treasurer. If the amount of the check written is in excess of \$350.00 written

approval from either the President or Vice President is required. Receipted documentation must accompany all requests for reimbursement.

5. The Board of Directors shall interpret these by-laws and its decision shall be final on all questions regarding the interpretation of the same.

6. The duties and responsibilities of each committee are as follows: ("Guidelines for Hosting a Special Event" and "Committee Budget Policy 1998" are attached to assist each committee with the details and budgeting).

- A. To establish rules and/or procedures governing their particular event or activity.
- B. To inform members of all information concerning events.
- C. To budget moneys given for their committee.
- D. To purchase and award prizes.
- E. The co-chairperson on the Club Championship Committee shall serve as chairperson of the Club Championship Committee the following year.
- F. In the event that no one volunteers to organize a "Special Event" (Mother/Child, Guest Day etc.) the event will be cancelled

7. An adapted version of "Roberts' Rules of Order" as attached shall govern the proceedings of this club except in those cases covered by the Constitution and By-Laws, or standing rules adopted by the Board of Directors.

ARTICLE VI. MEETINGS

There shall be two (2) scheduled general membership meetings. These shall be held in the spring and late summer of each calendar year.

- 1. The Spring meeting shall inform the membership of the plans for the year.
- 2. The late Summer meeting shall:
 - A. Determine the new officers for the following year by a ballot vote.
 - i. Ballots will be prepared by the Secretary showing the slate of officers proposed by the Nominating Committee. Nominations will be taken from the floor and added to the ballot.
 - ii. In case of ties for a vacancy, the winner shall be determined by a coin toss.
 - B. Provide for the establishment of committees for the next league season (sign-up sheets to be distributed and committee chairs to be identified)

ARTICLE VII. ORDER OF BUSINESS

The order of business for all general and Board meetings shall be as follows:

1. Reading of minutes of previous meeting by secretary.
2. Officer reports.
3. Committee reports.
4. Old business.
5. New business (including election of officers, if applicable).

ARTICLE VIII. RULES AND PROVISIONS

1. Ladies' League Members shall:
 - A. Agree to communicate their comments, suggestions and complaints directly to the appropriate committee for action in establishing such rules and regulations as will enhance their enjoyment of the facilities and services of the league.
 - B. Agree to confront individual(s) suspected of cheating during the course of play. If the problem continues, the Board will review the situation and give a warning or dismiss the individual(s) from the league.
 - C. Agree that the weekly event chair has the right to determine whether the event is to be played if weather appears to be a factor. This decision may be made in consultation with the pro-shop. However, the final decision lies with the weekly event chair.
 - D. Agree to follow USGA Tournament Rules when playing in the Club Championship or any other club tournaments. This applies to all flights within the tournament.
 - E. Agree to any member wishing to play in the Top & Bottom Tournament must have an established USGA 18-Hole Handicap as of the date of the event.
2. Club Championship: In order to participate in the Club Championship, a league member must have an established handicap, and must have played a minimum of six (6) RRH Ladies' League Wednesday nights, excluding match play.
 - A. Club Champion will come from the championship flight and will be the woman who shoots the low gross score for the tournament.
 - B. All entrants in the Club Championship will be divided into an equal number of flights based on number of participants to be determined by the Championship Committee.
 - C. All flights including Club Championship flight will be awarded a low gross and low net prize. In the event of ties for low gross, all ties will be broken by a sudden death playoff. In the event of tie for low net, scorecard playoff will determine the winner. If one player ties for both low gross and low net, eventually loses sudden

death or scorecard playoff for low gross, they will be awarded low net prize in that flight.

- D. There will be one award including members from all flights who will be named the "Most Improved Golfer" based on the handicap improvement from the beginning of the season to the end of the season. This award will be determined by the Events Chair.
 - E. All members in all flights will play 2 rounds of 9 holes of golf.
 - F. At the discretion of the then current Club Championship Committee, and as shaped by the available budget for the event, additional winners in each flight may also be awarded a prize.
 - G. Any member wishing to play in the Club Championship must have an established USGA 18-Hole Handicap as of the date of the event.
3. Hole-in-One:
- A. When a league member achieves a hole-in-one on a golf night, they will be awarded the entire lump sum of money in the hole-in-one fund less the amount of money contributed to the fund that season, provided they have paid the hole-in-one insurance fee of \$1.00.
 - B. In the event that two or more individuals achieve a hole-in-one on the same league night, the money in the hole-in-one fund will be divided evenly among them.
 - C. Members have the option to pay another \$1 the following week after the hole-in-one insurance is paid out to replenish the fund.

ARTICLE IX. AMENDMENTS

These By-Laws may be repealed, amended, altered, in whole or in part by a majority of the members present at any regular meeting of the membership or any special meeting of the League called for that purpose.

Revised: April 16, 2004
Approved: April 16, 2004

Revised: April 13, 2005
Approved: April 20, 2005

Revised April 20, 2005
Approved: April 20, 2005

Revised February 15, 2006
Approved: February 15, 2006

Revised March 18, 2007
Approved: March 18, 2007

*Revised June 13, 2007
Approved: June 13, 2007*

*Revised April 23, 2008
Approved April 23, 2008*

*Revised April 22, 2009
Approved September 10, 2008*

*Revised September 8, 2010
Approved April 6, 2011*

*Revised September 6, 2012
Approved September 12, 2012*

*Revised September 10, 2014
Approved September 10, 2014*

*Revised April 15, 2015
Approved April 15, 2015*

*Revised April 12, 2017
Approved April 12, 2017*

*Revised April 11, 2018
Approved April 11, 2018*

*Revised September 12, 2018
Approved September 12, 2018*

*Revised September 9, 2020
Approved September 9, 2020*

*Revised September 8, 2021
Approved September 8, 2021*

*Revised April 20, 2022
Approved April 20, 2022*