

**CONSTITUTION AND BY-LAWS OF  
THE WOMEN'S TWILIGHT LEAGUE  
OF HOBBIT'S GLEN AND FAIRWAY HILLS**

**ARTICLE I NAME**

Sec. 1 The name of this association shall be the Women's Twilight League of Hobbit's Glen and Fairway Hills, (hereinafter referred to as the League).

**ARTICLE II PURPOSE**

Sec. 1 The purpose of this League shall be to encourage friendly competition in golf among the members and to advance the members' playing ability and knowledge of golf.

**ARTICLE III MEMBERSHIP**

Sec. 1 Membership is open to any women member, in good standing, of the Hobbit's Glen Golf Club or the Fairway Hills Golf Club.

Sec. 2 Membership shall extend from April 1 of each year through March 31<sup>st</sup> of the following year.

Sec 3 Membership shall be contingent upon the establishment of a 9-hole USGA handicap of not more than 30, which must be maintained at Hobbit's Glen or Fairway Hills. New members without a 9-hole handicap must obtain a 9-hole handicap (5 scores) within two months of joining the League. Should your handicap increase during the season you will be required to play to a 30 handicap.

Sec. 4 Members may not use half of an 18-hole handicap to establish a 9-Hole handicap.

Sec. 5 To be eligible to play in the Twilight League Championship, members must have participated in a minimum of six play days in the current year prior to said tournament.

Sec. 6 Membership may be terminated:

- A. for failure to establish the required handicap within the time specified in Section 3.
- B. upon a 2/3 vote of the Executive Board (after a member has been given an opportunity to be heard), for failure to pay dues, or for failure to adhere to the regulations of the League as set forth herein and/or in the USGA Rules of Golf.

**ARTICLE IV DUES**

Sec. 1 Annual dues are set by the Executive Board and paid upon admission to the League.

Annual dues must be paid before a member may participate in any golf event.

Sec. 2 Failure to pay dues within 30 days after application shall result in non-acceptance.

**ARTICLE V MEMBERSHIP MEETINGS**

Sec. 1 There shall be two required business meetings of the League: the Spring Kick-off Meeting and the Fall Awards Banquet.

A. The purpose of the spring meeting shall be to inform the membership of the activities of the coming season and conduct other business as may be required.

B. The purpose of the fall meeting shall be to hold the election of officers, to award prizes for the tournament events and other business as deemed necessary.

Sec. 2 Special meetings of the entire membership may be called by the Chairperson in consultation with the Executive Board, provided 10 days' written notice is given to the membership of the time, date and place of the meeting and the nature of the business to be transacted.

Sec. 3 The order of business at all meetings shall be:

- A. reading of the minutes of any previous meeting,
- B. reports of the officers
- C. reports of committees
- D. old business,
- E. new business.

## **ARTICLE VI OFFICERS AND THEIR DUTIES**

- Sec. 1 The officers of the League shall consist of a Chairperson, Co-chairperson, Treasurer, Secretary, Tournament Chairperson and Social Chairperson. These officers constitute the Executive Board.
- Sec. 2 Terms of office shall be for one year upon election. New officers should assume their duties at the close of the Awards Banquet.
- Sec. 3 No officer shall serve on the Executive Board for more than three consecutive terms.
- Sec. 4 Their duties shall be as follows:

### A. Chairperson

1. Preside at all meetings of the League.
2. Appoint chairpersons of the Tournament and Social committees.
3. Oversee the preparation of the Tournament schedule.
4. Be an ex officio member of all committees.
5. Call Board meetings as required to effectively conduct the business of the League.
6. Represent the Women's Twilight League at meetings of the Hobbit's Glen Golf Committee.
7. Make appointments to fill any vacancy on the Board.
8. Ensure that a budget is prepared and that funds are dispersed in accordance with the wishes of the Board.

### B. Co-chairperson

1. Perform the duties of the Chairperson in the Chairperson's absence.
2. Become Chairperson upon the resignation of the Chairperson, prior to the expiration of her term.
3. Perform duties as assigned by the Chairperson.
4. Attend all Executive Board meetings.

### C. Secretary

1. Record minutes of all meetings of the Executive Board. Provide Board members with a copy of the minutes.
2. Maintain the roster of all members and produce address labels for mailings.
3. Conduct all correspondence the Chairperson deems necessary.
4. Prepare a monthly article of the Women's Twilight League activities for submission to the Hobbit's Glen Chip Shots.

### D. Treasurer

1. Receive and deposit all monies of the League and maintain a record of all transactions.
2. Disburse funds as directed by the Chairperson and Executive Board.
3. Render a Financial Report at both the Spring and Fall organizational meetings of the Board and on request of the Executive Board.
4. Inform the Secretary and the Tournament Chairperson of all persons who have joined the league so that their respective rosters may be updated.
5. Have her signature and that of the Chairperson on file at the bank to permit the Chairperson to disburse funds in the absence of the Treasurer.

### E. Tournament Chairperson

1. Responsible for seeing that the schedule of all tournaments is prepared prior to the Spring Kick-off Meeting.
2. Responsible for seeing that all tournaments and play days are run as planned and that appropriate records are kept.
3. Responsible for seeing that the score sheets and starting sheets are available on the League Bulletin Board, prior to the first starting time of each respective play day.

4. Determine the winners for each play day and tournament.
  - a. In the event of a tie (in non-championship tournaments) the winner shall be determine by a match of cards, using 9-hole net/gross progression.  
Progression is herein defined: starting at Hole #1 and continuing until the tie is broken. In the event the tie is not resolved in 9 holes, multiple winners shall be declared.
  - b. Where 4a. is inapplicable, the Executive Board shall decide an equitable and just method for determining the winner.
6. Purchase prizes for awards banquet.
7. Determine budget for prizes after consultation with Chairperson and other members of the Executive Board.

**F. Social Chairperson**

1. Arrange the Kickoff meeting, Mid-season social events and Awards Banquet in the Fall.
2. Plan menu, seating arrangements and location.
3. Mail invitations at least two weeks before scheduled event.
4. Determine budget for the planned social event after consultation with Chairperson and the Executive Board.

**ARTICLE VII THE EXECUTIVE BOARD**

- Sec. 1 The officers mentioned in Article VI constitute the Executive Board.
- Sec. 2 The Executive Board shall act for the League between any annual or special meetings of the membership.
- Sec. 3 Expenditures of more than \$50, that are not included in the Annual Budget, need the concurrence of 2/3 of the members of the Executive Board.

**ARTICLE VIII STANDING COMMITTEES**

- Sec. 1 There are three standing committees in the League. They are the Tournament Committee, the Social Committee, and the Nominating Committee. Other committees may be formed on an as needed basis. Only the Chairpersons of the Tournament Committee and the Social Committee are members of the Executive Board.
- Sec. 2 No committee member should serve on the same committee for more than three years.
- Sec. 3 The duties of the Tournament Committee are outlined in Article VII, E (Tournament Chairperson).
- Sec. 4 The duties of the Social Committee are outlined in Article VII, F (Social Chairperson).
- Sec. 5 A Nominating Committee must be appointed to select a slate of proposed officers for the elections held in the Fall. They must present the slate on the League Bulletin Board at least two weeks prior to the Awards Banquet.
- Sec. 6 There should be no more than four committee members on the Tournament Committee, and no more than three members each on the Social and Nominating Committees.
- Sec. 7 Special Committees and/or Task Forces may be created. Their duties shall be specified by the Chairperson at the time of the appointment.

**ARTICLE IX ELECTION OF OFFICERS**

- Sec. 1 Nominations may be made from the floor following the presentation of the Nominating Chairperson's slate at the Fall Awards Banquet.
- Sec. 2 All nominees shall have given prior consent to their nomination.
- Sec. 3 Voting shall be by ballot. No absentee or proxy ballots shall be accepted.
- Sec. 4 A plurality of votes cast by those present at the Awards Banquet, shall be sufficient to elect.

**ARTICLE X QUORUMS**

- Sec. 1 At any general membership meeting, one third of the membership shall constitute a quorum.
- Sec. 2 For meetings of the Executive Board, two-thirds of the officers shall constitute a quorum.

**ARTICLE XI AMENDMENTS TO THE BY-LAWS**

- Sec. 1 The By-laws may be amended by a majority vote of those present at one of the two prescribed business meetings, provided a quorum is present.
- Sec. 2 If a special meeting must be called to amend the By-laws, a 10-day written notice of the meeting must be sent to each member of the League. At a special meeting, a majority vote of those present is required to amend the by-laws, even if a quorum is not present.

Rev. April 15, 1999  
E.C.A.